

DOCUMENT RESUME

ED 059 408

VT 014 873

TITLE Abstracts of Instructional Materials in Vocational and Technical Education (AIM), Volume 5, No. 1.

INSTITUTION Ohio State Univ., Columbus. Center for Vocational and Technical Education.

SPONS AGENCY Office of Education (DHEW), Washington, D.C.

PUB DATE 72

NOTE 111p.

AVAILABLE FROM The Center for Vocational and Technical Education, The Ohio State University, 1900 Kenny Road, Columbus, Ohio 43210 (quarterly-one year \$11.00, two years \$18.00)

EDRS PRICE MF-\$0.65 HC-\$6.58

DESCRIPTORS *Abstracts; Agricultural Education; Business Education; Clearinghouses; Distributive Education; Health Occupations Education; Home Economics Education; *Indexes (Locaters); Industrial Arts; *Instructional Materials; *Technical Education; Trade and Industrial Education; *Vocational Education

ABSTRACT

This quarterly publication announces the availability of instructional materials acquired and processed by the Educational Resources Information Center (ERIC) Clearinghouse on Vocational and Technical Education. It should be of particular interest to teachers, curriculum specialists, supervisors, and administrators involved in curriculum development or the use of instructional materials in the teaching-learning setting. Each abstract, a condensation of the report in about 200 words, usually includes the means used to develop the material, the setting for use of the material, and source of available copies. Author, subject, and document number indexes provide entry to the abstracts. Most of the documents which have not been announced in "Research in Education" are available as a separate microfiche set from the ERIC Document Reproduction Service (VT 014 872). Others are available from the source identified in the abstract. (CD)

ED 059408

VOLUME 5
NUMBER 1
1972



ABSTRACTS of INSTRUCTIONAL MATERIALS in Vocational and Technical Education

THE CENTER FOR VOCATIONAL
AND TECHNICAL EDUCATION



THE OHIO STATE UNIVERSITY
1900 Kenny Rd., Columbus, Ohio, 43210

VT014873

MISSION OF THE CENTER

The Center for Vocational and Technical Education, an independent unit on The Ohio State University campus, operates under a grant from the National Center for Educational Research and Development, U.S. Office of Education. It serves a catalytic role in establishing consortia to focus on relevant problems in vocational and technical education. The Center is comprehensive in its commitment and responsibility, multidisciplinary in its approach and interinstitutional in its program.

The Center's mission is to strengthen the capacity of state educational systems to provide effective occupational education programs consistent with the individual needs and manpower requirements by:

- Conducting research and development to fill voids in existing knowledge and to develop methods for applying knowledge.
- Programmatic focus on state leadership development, vocational teacher education, curriculum, vocational choice and adjustment.
- Stimulating and strengthening the capacity of other agencies and institutions to create durable solutions to significant problems.
- Providing a national information storage, retrieval and dissemination system for vocational and technical education through the affiliated ERIC Clearinghouse.

ED 059408

ABSTRACTS OF
INSTRUCTIONAL MATERIALS
IN
VOCATIONAL AND TECHNICAL EDUCATION

VOLUME 5 NUMBER 1
1972

U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
OFFICE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRO-
DUCED EXACTLY AS RECEIVED FROM
THE PERSON OR ORGANIZATION ORIG-
INATING IT. POINTS OF VIEW OR OPIN-
IONS STATED DO NOT NECESSARILY
REPRESENT OFFICIAL OFFICE OF EDU-
CATION POSITION OR POLICY.

The Center for Vocational and Technical Education
The Ohio State University
1900 Kenny Road, Columbus, Ohio 43210

This publication was prepared pursuant to a contract with the Office of Education, U.S. Department of Health, Education and Welfare. Contractors undertaking such projects under Government sponsorship are encouraged to express freely their judgment in professional and technical matters. Points of view or opinions do not, therefore, necessarily represent official Office of Education position or policy.

PREFACE

Finding and using relevant information frequently is a major task for curriculum specialists, teachers, administrators, and students. The Center for Vocational and Technical Education is dedicated to making useful and vital information accessible so that educators may use it to improve school practice.

The Center quarterly assembles, under one cover, instructional materials relevant to the field of vocational-technical education. Abstracts of Instructional Materials in Vocational and Technical Education (AIM) is presented in the form of collections of abstracts of documents from all areas within this field.

AIM abstracts are designed especially for teacher or student classroom usage. The current information provided will also benefit educators directly related to classroom instruction and all who need access to contemporary instructional materials development.

We are indebted to our colleagues within the profession for providing us instructional materials as they become available. We also appreciate the contributions of instructional materials laboratories, local school systems and professional associations such as the Vocational Instructional Materials (VIM) section of the American Vocational Association. Members of the profession are continually encouraged to forward instructional materials for possible inclusion in future issues of AIM to the Acquisitions Specialist at The Center.

We hope that this publication will prove valuable to you in your particular educational endeavors.

Robert E. Taylor
Director
The Center for Vocational
and Technical Education

TABLE OF CONTENTS

	Page
PREFACE	iii
INTRODUCTION	v
SAMPLE RESUME	vi
SUBSCRIPTIONS TO AIM	vii
ORDERING THE FULL TEXT OF CITED DOCUMENTS . .	vii
ERRATA	ix
ABSTRACTS	1
INDEXES	59
SUBJECT INDEX	60
AUTHOR INDEX	89
CONVERSION OF DOCUMENT NUMBER INDEX . .	99

INTRODUCTION

This volume of AIM (Abstracts of Instructional Materials in Vocational and Technical Education) has two major sections: resumes containing abstracts and indexes.

Each abstract presents information about a document's content to help you to decide if you want to read the full text of the document. The abstract is part of the resume which provides information about the document, its source and availability. Abstracts are arranged in ascending VT-number order. A sample resume, following this Introduction, is explained in detail.

The indexes help you to locate the abstracts by page numbers and VT numbers. These indexes are: Subject Index, Author Index and Conversion of Document Number Index. Index terms used in the subject index are ERIC descriptors. Each document has been assigned several of these descriptors; therefore, each document title appears in the subject index several times.

The full texts of documents are available from the original sources or from the ERIC Document Reproduction Service (EDRS) as microfiche or xerox reproductions. Ordering information for AIM and EDRS reproductions is provided in a following section.

SAMPLE RESUME

Accession Number -- identification number sequentially assigned to reports as they are processed.

Author(s) VT 013 122 ED 052 327 Richards, F.L.

EDRS Price - price of document through EDRS; MF - microfiche, HC - papercopy.

Report Number and Bureau Number would appear here.

Publication date and total number of printed pages.

Identifier, if any -- acronyms, geographical areas, organizations, tests (e.g. Binet), etc. Only major identifiers preceded by an asterisk are in the index.

Abstract -- a condensation of the report. When applicable, it includes the purpose, means of development, teacher competency, student requirements, and description of supplementary materials if available.

Abstract - Intended to suggest subject matter content of courses or programs in ornamental horticulture for high school and postsecondary vocational-technical programs, this curriculum guide was prepared by staff members of the Agricultural Education Department at the Pennsylvania State University, and tested in a workshop with vocational agriculture teachers. Contents are: (1) Outlines of Courses in Ornamental Horticulture, (2) Ornamental Horticulture Programs for Grades 10, 11, and 12, (3) Nursery Production . . . The content is presented in outline form under each topic, and is applicable to the United States and lower Canada. (GB)

Descriptors - subject terms assigned to characterize substantive contents. Only the major terms, those preceded by an asterisk, are printed in the index.

Available source(s) if known at time of printing. Cost is included.

Grant Number, Contract Number, and Program Area Number would appear here.

Sponsoring agency--appears here when different from Institutional source.

Institutional source--the organization responsible for the report.

If ED is followed by numbers, item has been announced in Research in Education. If ED is not followed by numbers, the issue of RIE in which the abstract is scheduled to appear follows the ED prefix.

Title.

Outlines of Courses in Ornamental Horticulture.

Pennsylvania State Univ., University Park.

Dept. of Agricultural Education.

Office of Education (DHEW), Washington, D.C.

Div. of Adult, and Vocational Research.

EDRS PRICE MF-\$0.65 HC-\$3.29

Teacher-Lduc-Ser-v12-n1

Department of Agricultural Education, Pennsylvania State University, University Park, Pennsylvania 16802 (\$1.00).

Pub Date - 71 56p.

DESCRIPTORS - *AGRICULTURAL EDUCATION; *CURRICULUM GUIDES; *ORNAMENTAL HORTICULTURE; HIGH SCHOOLS; *POST SECONDARY EDUCATION; LANDSCAPING; NURSERIES (HORTICULTURE); TURF MANAGEMENT; *TECHNICAL EDUCATION

Abstractor's initials.

SUBSCRIPTIONS TO AIM

Abstracts of Instructional Materials in Vocational and Technical Education may be ordered by subscription at \$11.00 for one year; \$18.00 for two years; and \$27.00 for three years. AIM has been published quarterly since the Fall of 1967. Back subscription orders are available beginning Fall, 1968.

When ordering a current subscription, indicate the volume (Volume 5 = 1972) and issue number with which it is to begin.

In ordering back issues, specify the year and quarter (Fall, Winter, Spring, Summer) for beginning the subscription.

Order from: AIM
The Center for Vocational and Technical Education
1900 Kenny Road
Columbus, Ohio 43210

Individual Issues Not Available From The Center

Individual issue copies and the index below, while not available from The Center, may be obtained in microfiche (MF-\$0.65) or paper copy (HC-\$6.58) from EDRS. When ordering, always specify AIM; include ED number, date and type of reproduction desired: microfiche (MF) or paper copy (HC).

ED 013 337	Fall 1967 AIM	ED 020 441	Summer 1968 AIM
ED 015 336	Winter 1967 AIM	ED 022 064	Annual Index
ED 017 745	Spring 1968 AIM		1967-68

Order from:
ERIC Document Reproduction Service (EDRS)
P.O. Drawer 0
Bethesda, Maryland 20014

ORDERING THE FULL TEXT OF CITED DOCUMENTS

All documents cited in this publication are available in their full text. Availability is by one of the options listed below:

1. Original copy from publisher or supplier

These documents have an availability listed in the resume. Often such documents are not available by any other means.

2. Microfiche and hard copy reproductions

Documents with ED numbers are usually available individually on microfiche (\$0.65 a title) or paper copy (xerox - \$3.29 per 100 pages or fraction thereof) from:

ERIC Document Reproduction Service (EDRS)
P. O. Drawer 0
Bethesda, Maryland 20014

Orders must specify ED number. A sample order form follows.

3. Microfiche Sets

Documents with VT numbers only are not available as individual microfiche, but most are part of VT-ERIC microfiche sets.

A microfiche set contains all the documents announced in a single issue of AIM which are not available by one of the options outlined above. These documents are filmed continuously in VT number order, and each set is assigned a single ED number.

VT-ERIC microfiche sets are available

- a. In any complete collection of ERIC microfiche.
- b. As VT-ERIC microfiche sets purchased individually.
- c. From institutions (e.g., state research coordination units) which have the VT-ERIC microfiche sets and are willing to provide microfiche duplicates of individual VT numbered documents.

Since ED numbers are assigned after announcement in RIE, ED numbers for the microfiche set corresponding to this publication can be obtained from future issues of AIM and RIE.

Prices of VT-ERIC Microfiche Sets

<u>Documents in Issue</u>	<u>ED Number</u>	<u>Price</u>	<u>Documents in Issue</u>	<u>ED Number</u>	<u>Price</u>
Fall 1967	ED 013 339	\$17.38	Winter 1969	ED 037 585	\$51.26
Winter 1967	ED 015 349	36.08	Spring 1970	ED 041 177	42.02
Spring 1968	ED 017 746	48.84	Summer 1970	ED 042 931	46.20
Summer 1968	ED 020 442	47.08	Fall 1970	ED 045 856	41.80
Fall 1968	ED 022 971	34.10	Winter 1970	ED 049 382	34.54
Winter 1968	ED 028 305	36.74	Spring 1971	ED 052 382	52.80
Spring 1969	ED 030 770	49.94	Summer 1971	ED 053 339	48.18
Summer 1969	ED 032 434	75.46	Fall 1971	ED (See February '72 RIE for number)	67.98
Fall 1969	ED 034 074	62.04			

(Prices effective June 1971)

ERRATA

VT 012 834 and VT 012 835, appearing on page 35 of AIM Fall 1971, are available from the publisher as filmstrips, not as slide sets, as indicated in the abstracts. The availability lines of these resumes contain the correct information.

ERIC DOCUMENT REPRODUCTION SERVICE LEASCO INFORMATION PRODUCTS, INC.

P.O. Drawer O, Bethesda, Md. 20014

ERIC REPORTS ON-DEMAND ORDER BLANK

BILL TO: _____

SHIP TO: _____

PURCHASE ORDER NO. _____

REPORTS TO BE ORDERED					HOW TO ORDER
ITEM	ED Number	Number of Copies		PRICE (see reverse)	TOTAL PRICE
		MF	HC		
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
☐ TAX NUMBER _____				SUB-TOTAL	
☐ DEPOSIT ACCT. NUMBER _____				TAX	
☐ CHARGE (OVER \$10.00) _____					
☐ CHECK NUMBER _____				TOTAL	

To order ERIC REPORTS include complete information for all order form items. Please print or type all information clearly.

- Complete "bill to" and "ship to" addresses. Be sure to complete "ship to" address if different from "bill to". A like "ship to" address may be completed as "SAME". Include zip code.
- Order by printing ED number in designated space. ED accession numbers are listed in Research in Education (RIE). RIE may be purchased from: Superintendent of Documents, GPO, Washington, D.C. 20402.
- Include number of copies (1, 2, 3, etc.) to be ordered in appropriate space. Use MF space for microfiche copies, use HC space for hard copy (paper). Check RIE for availability of document in MF and HC.
- Include price from the rate schedule. (Refer to price schedule on back.) Prices are also published in current issues of RIE.
- Some ED numbers represent a series of titles, and will be billed by title, not ED number. A list of applicable ED numbers is available.
- Extend number of copies and price for total price for each entry.
- Add items 1 through 15 and insert amount in "Sub-Total" box.
- Add state sales tax for Illinois and Maryland or check box and cite tax exemption number for Illinois and Maryland only.
- Add "Sub-Total" and "Tax" and insert amount in "Total" box.
- Indicate payment method desired. Payment must accompany all orders of \$10.00 or less. Make all drafts payable to EDRS.
- Sign AUTHORIZATION and date order.
- Include only 15 entries per form. Complete and sign additional forms if required.
- Quality warranty. LIPCO will replace products returned because of reproduction defects or incompleteness. The quality of the input document is not the responsibility of LIPCO. Best available copy will be supplied.

ERIC DOCUMENT REPRODUCTION SERVICE is operated by Leasco Information Products, Inc. for the U.S. Office of Education.

Orders are filled only from ED accession numbers. Titles are not checked. Please be sure you have supplied the correct numbers.

AUTHORIZATION _____ DATE _____

TITLE OR DEPT. _____

MAKE ALL DRAFTS PAYABLE TO EDRS

ABSTRACTS

VT 002 976

DAVIS, WILBUR, AND OTHERS
UNDERSTANDING A BASIC TRANSISTOR RADIO.

MICHIGAN INDUSTRIAL ARTS CURRICULUM
COMMITTEE.

MICHIGAN STATE DEPT. OF PUBLIC INSTRUCTION,
LANSING. DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.

BULL-2146

PUB DATE - 63 61P.

DESCRIPTORS - *ELECTRONICS; *INDUSTRIAL ARTS;
*JUNIOR HIGH SCHOOLS; *TEACHING GUIDES;
*INSTRUCTIONAL MATERIALS; ELECTRICITY; RADIO
TECHNOLOGY; TRANSISTORS

ABSTRACT - DEVELOPED BY THE ELECTRONICS SUB-
COMMITTEE FOR THE MICHIGAN INDUSTRIAL ARTS
CURRICULUM COMMITTEE, THIS TEACHING GUIDE IS
INTENDED TO ILLUSTRATE HOW ELECTRONICS MIGHT
BE TAUGHT IN THE JUNIOR HIGH SCHOOLS. THE
ONE-TRANSISTOR RADIO WAS SELECTED BECAUSE OF
THE AVAILABILITY OF PARTS, THE LOW COST, AND
ITS WIDE ACCEPTANCE AS A MANIPULATIVE
ACTIVITY. THIS UNIT IS INTENDED AS A
SPRINGBOARD TO MORE ADVANCED STUDIES IN THE
FIELD OF ELECTRONICS. SIXTEEN UNITS INCLUDE:
(1) TEACHING TECHNIQUES, (2) SERVICING, (3)
SIGNAL TRAINING, (4) VOLTAGE CHECKING, (5)
RESISTANCE CHECKING, (6) TESTING A P.N.P.
TRANSISTOR, (7) UNDERSTANDING OF, AND
CONSTRUCTION OF A RADIO, (8) AMPLIFIERS, (9)
A PARTS LIST, ABBREVIATIONS, COLOR CODE,
ELECTRONIC SYMBOLS, REFERENCE MATERIAL, AND
AN ELECTRONICS TERMS DICTIONARY. (GEB)

VT 003 370

HARRINGTON, JOHNS H.; LALENE, HENRY A., ED.
SALESMANSHIP, INSTRUCTIONAL GUIDE FOR SENIOR
HIGH SCHOOLS.

LCS ANGELES CITY SCHOOLS, CALIF. DIV. OF
INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.

PUB-SC-609

PUB DATE - 66 120P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
BUSINESS EDUCATION; *TEACHING GUIDES;
*SALESMANSHIP; *TEACHING METHODS; TEACHING
TECHNIQUES; INSTRUCTIONAL MATERIALS; RESOURCE
MATERIALS; *COURSE CONTENT; STUDENT
EVALUATION; SECONDARY GRADES

ABSTRACT - DEVELOPED BY BUSINESS EDUCATORS TO
HELP THOSE TEACHING SALESMANSHIP FOR THE
FIRST TIME, THIS GUIDE PROVIDES SEVERAL
SUGGESTIONS CONCERNING TEACHING METHODS AND
SCHEDULING. THE GUIDE ALSO PROVIDES A
STATEMENT OF OBJECTIVES, AN OUTLINE OF COURSE
CONTENT, DESCRIPTIONS OF SUGGESTED LEARNING
EXPERIENCES, AND LISTS OF AUDIO-VISUAL AND
OTHER TEACHING MATERIALS. THE COURSE CONTENT
INCLUDES UNITS ON (1) WHAT IS SELLING?--AN
OVERVIEW, (2) YOU, THE SELLER, (3) THE SALE--
PREPARATION AND PRESENTATION, (4) YOUR PLACE
IN THE SELLING WORLD, (5) SELLING BY
TELEPHONE, AND (6) METHODS OF EVALUATION.
(JS)

VT 003 712

PLANNING FOR THE FUTURE, GUIDANCE UNITS, HOME

ECONOMICS EDUCATION.

NORTH CAROLINA STATE DEPT. OF PUBLIC
INSTRUCTION, RALEIGH. HOME ECONOMICS SECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 65 21P.

DESCRIPTORS - *HOME ECONOMICS EDUCATION;
*TEACHING GUIDES; *RESOURCE UNITS;
*OCCUPATIONAL GUIDANCE; VOCATIONAL
DEVELOPMENT; CAREER PLANNING; LEARNING
ACTIVITIES; OCCUPATIONAL INFORMATION
IDENTIFIERS - *OCCUPATIONAL EXPLORATION

ABSTRACT - PREPARED BY THE NORTH CAROLINA
STATE DEPARTMENT OF PUBLIC INSTRUCTION AS A
SUPPLEMENT TO THE HOME ECONOMICS COURSE OF
STUDY GUIDE, THIS TEACHING GUIDE PROVIDES
THREE 1 TO 2-WEEK GUIDANCE UNITS FOR HOME
ECONOMICS 1, 2, AND 3. EACH UNIT CONTAINS A
SUGGESTED TITLE, TIME, OVERALL CONCEPT, AND
GENERALIZATIONS, PROBLEMS, AND STUDENT
EXPERIENCES WHICH ARE KEYED TO UNIT
OBJECTIVES. A BIBLIOGRAPHY OF BOOKS,
MAGAZINES, PAMPHLETS, BULLETINS, AND
AUDIOVISUAL MATERIALS IS INCLUDED. (SB)

VT 005 843

JENSEN, MAX

A SERIES OF LESSONS FOR HIGHWAY ENGINEERING
TECHNICIANS. PART I--MATHEMATICS AND
SURVEYING FUNDAMENTALS.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION,
BOISE.

MF AVAILABLE IN VT-ERIC SET.

IDAHC VC. ED. 47

PUB DATE - ND 51P.

DESCRIPTORS - *LESSON PLANS; *TRADE AND
INDUSTRIAL EDUCATION; *CIVIL ENGINEERING;
*ENGINEERING TECHNICIANS; TECHNICAL
OCCUPATIONS; TECHNICAL EDUCATION; ENGINEERING
TECHNOLOGY; SUBPROFESSIONALS; *HIGHWAY
ENGINEERING AIDES; MATHEMATICS; TESTS;
CURRICULUM GUIDES

ABSTRACT - PREPARED BY A HIGHWAY ENGINEERING
TECHNICIAN INSTRUCTOR, THIS GUIDE IS THE
FIRST IN A THREE-PART SERIES DESIGNED TO AID
INSTRUCTORS IN PLANNING AND PRESENTING
EXTENSION CLASSES FOR HIGHWAY AND CIVIL
ENGINEERING TECHNICIANS. THE CONTENTS CONSIST
OF THREE SECTIONS, INCLUDING 24 LESSONS ON
MATHEMATICS AND SURVEYING FUNDAMENTALS WITH
EACH LESSON PROVIDING A PRESENTATION,
DISCUSSION, AND PROBLEMS. THE FIRST SECTION,
WITH TWELVE 3-HOUR LESSONS, IS CONCERNED WITH
THE FUNDAMENTALS OF ALGEBRA, SPECIAL PRODUCTS
AND FACTORING, FRACTIONS, LINEAR EQUATIONS,
SQUARE ROOTS, TRIGONOMETRIC FUNCTIONS,
HEIGHTS AND DISTANCES, RECTILINEAR FIGURES,
AND FUNDAMENTAL RELATIONSHIPS. THE SECOND
SECTION, ALSO WITH TWELVE 3-HOUR LESSONS, IS
CONCERNED WITH LOGARITHMS, LAW OF SINES AND
COSINES, BEARINGS AND DISTANCES, CLOSED
AREAS, CURVES, AND MASS DIAGRAMS. A TEST FOR
BOTH SECTIONS IS INCLUDED, AND THE DOCUMENT
IS ILLUSTRATED WITH SOME LINE DRAWINGS. PARTS
II AND III OF THIS SERIES ARE AVAILABLE AS VT
005 844 AND VT 005 845, BOTH IN THIS ISSUE.
(GEB)

VT 005 844

DICK, JERALD R.

A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART II--PHYSICS AND ADVANCED SURVEYING.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE.

MF AVAILABLE IN VT-ERIC SET.

IDAHO VOC. ED. 47

PUB DATE - ND 84P.

DESCRIPTORS - *LESSON PLANS; *TRADE AND INDUSTRIAL EDUCATION; *CIVIL ENGINEERING; *ENGINEERING TECHNICIANS; TECHNICAL OCCUPATIONS; TECHNICAL EDUCATION; ENGINEERING TECHNOLOGY; SUBPROFESSIONALS; *HIGHWAY ENGINEERING AIDES; PHYSICS; SURVEYS; TESTS; CURRICULUM GUIDES

ABSTRACT - PREPARED BY A HIGHWAY ENGINEERING TECHNICIAN INSTRUCTOR, THIS GUIDE IS THE SECOND IN A THREE-PART SERIES DESIGNED TO AID INSTRUCTORS IN PLANNING AND PRESENTING EXTENSION CLASSES FOR HIGHWAY AND CIVIL ENGINEERING TECHNICIANS. THE CONTENTS CONSIST OF TWO SECTIONS, EACH WITH 12 LESSONS, CONCERNING PHYSICS AND ADVANCED SURVEYING. THE FIRST SECTION CONCERNS SLIDE RULE USAGE, VECTORS, PARALLEL AND NON-PARALLEL FORCES, FORCE, ENERGY, MOTION, POWER AND FRICTION, ELASTICITY, AND LIQUIDS. THE SECOND SECTION CONCERNS THE MEASUREMENT OF DISTANCES, PROFILE LEVELING, EARTHWORK CALCULATIONS, MASS DIAGRAMS, MEASUREMENT OF ANGLES AND DIRECTIONS, LAND AREAS, TRANSIT-TAPE SURVEYS, LAND SURVEYS, FIELD ASTRONOMY, CURVES, AND PRINCIPLES OF THE STADIA. THREE TESTS ARE INCLUDED AND THIS DOCUMENT IS ILLUSTRATED WITH SOME LINE DRAWINGS. PARTS I AND III OF THIS SERIES ARE AVAILABLE AS VT 005 843 AND VT 005 845, RESPECTIVELY, BOTH IN THIS ISSUE. (GER)

VT 005 845

A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART III--MECHANICS OF MATERIALS. MATERIALS TESTING AND HYDRAULICS.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE.

MF AVAILABLE IN VT-ERIC SET.

IDAHO VO. ED. 47

PUB DATE - ND 71P.

DESCRIPTORS - *LESSON PLANS; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CIVIL ENGINEERING; *ENGINEERING TECHNICIANS; TECHNICAL OCCUPATIONS; TECHNICAL EDUCATION; ENGINEERING TECHNOLOGY; SUBPROFESSIONALS; *HIGHWAY ENGINEERING AIDES

ABSTRACT - PREPARED BY A HIGHWAY ENGINEERING TECHNICIAN INSTRUCTOR, THIS GUIDE IS THE THIRD OF A THREE-PART SERIES DESIGNED TO AID INSTRUCTORS IN PLANNING AND PRESENTING EXTENSION CLASSES FOR HIGHWAY AND CIVIL ENGINEERING TECHNICIANS. CONTENTS CONSIST OF THREE SECTIONS, INCLUDING 22 LESSONS ON BASIC MECHANICS OF MATERIALS, MATERIALS TESTING, AND HYDRAULICS, WITH LESSONS PROVIDING OBJECTIVES, DISCUSSION TOPICS, FORMULAS, AND PROBLEMS. THE FIRST SECTION, WITH NINE CLASS PERIODS AND A SEMESTER TEST, IS CONCERNED

WITH THE MECHANICS OF MATERIALS PHASE, AND COVERS BASIC TYPES OF STRESS AND STRAIN AND MODULES OF ELASTICITY OF STRUCTURAL MEMBERS; THE SECOND, WITH SIX CLASS PERIODS, DEALS WITH TESTING VARIOUS TYPES OF MATERIALS USED IN HIGHWAY ENGINEERING WORK; AND THE THIRD INCLUDES SIX LESSONS AND A FINAL EXAMINATION, AND COVERS THE FUNDAMENTAL PRINCIPLES OF HYDRAULICS. A BIBLIOGRAPHY OF REFERENCES USED IN THIS SERIES OF LESSONS IS INCLUDED, AND THE DOCUMENT IS ILLUSTRATED WITH NUMEROUS LINE DRAWINGS AND DIAGRAMS. PARTS I AND II OF THIS SERIES ARE AVAILABLE AS VT 005 843 AND VT 005 844, RESPECTIVELY, BOTH IN THIS ISSUE. (AW)

VT 006 149

CHRISTY, RAYMOND M.

P 3A FLIGHT SIMULATOR COURSE.

BOSSIER PARISH SCHOOL BOARD, LA.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - ND 24P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *SIMULATORS; *SIMULATION; *AEROSPACE TECHNOLOGY; AIRCRAFT PILOTS; *TEACHING TECHNIQUES; TEACHING METHODS; ILLUSTRATIONS

ABSTRACT - THIS COURSE DESCRIPTION OF THE P 3A FLIGHT SIMULATOR INCLUDES THE STEPS AND PROCESSES THAT ARE USED IN FLYING. TOPICS ARE: (1) INTRODUCTION TO SIMULATION AND SIMULATORS, (2) P 3A CURTIS WRIGHT SIMULATOR, (2) FACTS OF FLIGHT, AND (4) FLYING THE SIMULATOR. ILLUSTRATIONS AND EXPLANATIONS OF INSTRUMENTS ARE INCLUDED TO PROVIDE ASSISTANCE IN INSTRUCTION. (GB)

VT 010 610

AMERICAN INDUSTRIES FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES. SECOND EDITION.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA. INDUSTRIAL ARTS EDUCATION.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - 69 57P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *TEACHING GUIDES; COURSE CONTENT; COURSE DESCRIPTIONS; COURSE OBJECTIVES; *INDUSTRIAL ARTS; SECONDARY GRADES; BIBLIOGRAPHIES IDENTIFIERS - *AMERICAN INDUSTRIES

ABSTRACT - AS A GRADUATE CLASS PROJECT, INDUSTRIAL ARTS TEACHERS DEVELOPED THIS COURSE GUIDE FOR TEACHER USE IN GRADES 10, 11, OR 12. A GENERAL INDUSTRIAL ARTS COURSE ON THE JUNIOR HIGH LEVEL (GRADES 7, 8, 9) IS A PREREQUISITE FOR THIS COURSE. DESIGNED FOR A 55-MINUTE PERIOD AND A 180-DAY SCHOOL YEAR, THE COURSE ACQUAINTS THE STUDENT WITH OUR TECHNOLOGICAL SOCIETY BY HAVING HIM STUDY THE HISTORY AND PRESENT NATURE OF INDUSTRIES IN THESE AREAS: MANUFACTURING, CONSTRUCTION, TRANSPORTATION, COMMUNICATION, SERVICE, MANAGEMENT, POWER, AND RESEARCH. INTRODUCTORY MATERIALS COVER A GENERAL STATEMENT OF EDUCATIONAL PHILOSOPHY, RECOMMENDED TEACHING METHODS, AND COURSE OBJECTIVES. THE MAJOR PORTION OF THE DOCUMENT IS A DETAILED COURSE OUTLINE PROVIDING INFORMATION TOPICS, STUDENT

ACTIVITIES, TEACHER INFORMATION, AND A TEACHING SCHEDULE. A SAMPLE LESSON PLAN, TEST, JOB ASSIGNMENT SHEET AND INFORMATION ASSIGNMENT SHEET ARE INCLUDED. A BIBLIOGRAPHY LISTS RECOMMENDED STUDENT AND TEACHER TEXTS. OTHER COURSE OUTLINES IN THIS SERIES ARE AVAILABLE IN THIS ISSUE AS VT 011 660-VT 011 665. (DM)

VT 011 024

SUGGESTED SYLLABUS IN TECHNICAL SUBJECTS, INSTRUMENTATION, AND CONTROL SYSTEMS.

NEW YORK STATE EDUCATION DEPT., ALBANY.
BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
THE PUBLICATIONS DISTRIBUTION UNIT, STATE
EDUCATION DEPARTMENT, ALBANY, NEW YORK 12224.
PUB DATE - 70 51P.

DESCRIPTORS - *CURRICULUM GUIDES; *TECHNICAL EDUCATION; *INSTRUMENTATION; *INSTRUMENTATION TECHNICIANS; TECHNICAL OCCUPATIONS; SECONDARY GRADES

ABSTRACT - PREPARED BY A COMMITTEE OF EXPERIENCED TECHNICAL INSTRUMENTATION TEACHERS, THIS CURRICULUM IN INSTRUMENTATION AND CONTROL SYSTEMS IS DESIGNED AS A 2- OR 3-YEAR HIGH SCHOOL PROGRAM TO PREPARE STUDENTS FOR ENTRANCE INTO INDUSTRY AS INSTRUMENTATION TECHNICIANS, OR FOR CONTINUED EDUCATION ON AN ADVANCED LEVEL IN A TECHNICAL INSTITUTE, JUNIOR, OR 4-YEAR COLLEGE PROGRAM. CONTENTS INCLUDE BRIEF INTRODUCTORY MATERIAL, REGENTS ENDORSEMENT REQUIREMENTS, TEACHER INFORMATION, SUGGESTED CURRICULUM SCHEDULE, COURSE DESCRIPTIONS, AND TYPICAL OUTLINES FOR: (1) INSTRUMENTATION, (2) INSTRUMENTATION DRAWING, (3) INSTRUMENTATION CHEMISTRY, (4) INSTRUMENTATION MATHEMATICS, AND (5) INSTRUMENTATION PHYSICS. A BIBLIOGRAPHY AND PUBLISHER ADDRESS LIST ARE ALSO PROVIDED. THE MATERIAL COVERED REPRESENTS THE MINIMUM CONTENT TO BE TAUGHT AND CONSTITUTE THE SCOPE OF THE NEW YORK STATE COMPREHENSIVE TECHNICAL EDUCATION. (AW)

VT 011 298

CLERICAL AND RECORD KEEPING OCCUPATIONS, A SUGGESTED 1-YEAR CURRICULUM.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(\$1.50).
PUB DATE - 63 81P.

DESCRIPTORS - *BUSINESS EDUCATION;
*CURRICULUM GUIDES; *INSTRUCTIONAL MATERIALS;
*PROGRAM DEVELOPMENT; *CLERICAL OCCUPATIONS;
RESOURCE MATERIALS; OFFICE OCCUPATIONS
EDUCATION; RECORDKEEPING; JOB TRAINING;
CURRICULUM DEVELOPMENT; EDUCATIONAL
FACILITIES; EDUCATIONAL EQUIPMENT

ABSTRACT - THIS PUBLICATION AND ITS COMPANION, "STENOGRAPHIC-SECRETARIAL OCCUPATIONS," SUGGESTING VOCATIONAL CURRICULUMS IN OFFICE OCCUPATIONS, ARE DESIGNED TO PROVIDE BASIC EDUCATION AND SKILL

DEVELOPMENT OPPORTUNITY FOR ENTRY JOBS, REFRESHER TRAINING FOR THOSE WHO HAVE BEEN ABSENT FROM THE FIELD FOR SOME TIME, AND SPECIALIZED TRAINING FOR THOSE WISHING TO ADVANCE TO MORE RESPONSIBLE OFFICE POSITIONS. THE OUTLINES AND OTHER MATERIALS ARE DESIGNED TO AID ADMINISTRATORS, SUPERVISORS, TEACHER-TRAINERS, AND TEACHERS IN THE PROMOTION AND DEVELOPMENT OF VOCATIONAL COURSES. THEY MAY ALSO PROVIDE GUIDANCE IN EVALUATING AND UPGRADING EXISTING OFFICE OCCUPATIONS TRAINING PROGRAMS. THE SEVEN UNITS INCLUDE LISTS OF TEXTS AND REFERENCE MATERIALS AND COVER TOPICS SUCH AS: (1) OFFICE PRACTICE, (2) CORRESPONDENCE ENGLISH, (3) PAYROLL RECORDS, (4) MACHINE CALCULATORS, (5) BUSINESS PRINCIPLES AND ORGANIZATION, AND (6) APPLIED PSYCHOLOGY. ALSO INCLUDED ARE SUGGESTED STANDARDS, SAMPLE LESSON PLANS, AND TYPICAL FACILITIES LAYOUT. THE RELATED DOCUMENT MENTIONED ABOVE IS AVAILABLE IN THIS ISSUE AS VT 011 97C. (AUTHOR/JS)

VT 011 299

CURRICULUM GUIDE FOR GRADES 9-12.

KANSAS CITY CITY PUBLIC SCHOOLS, MO.
MF AVAILABLE IN VT-ERIC SET.
SEC-CURR-BULL-146
BUSINESS SERVICES DIVISION, 601 BOARD OF
EDUCATION BUILDING, 1211 MCGEE STREET, KANSAS
CITY, MISSOURI 64106 (\$2.50).
PUB DATE - 64 171P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL ARTS; *CRAFTING; *GRAPHIC ARTS; TECHNICAL EDUCATION; SECONDARY GRADES

ABSTRACT - THIS GUIDE IS INTENDED TO AID KANSAS CITY SCHOOL ADMINISTRATORS AND INDUSTRIAL ARTS TEACHERS IN PLANNING AND CONDUCTING A COORDINATED CITY-WIDE DRAFTING PROGRAM FOR GRADES 9-12. BRIEF INTRODUCTORY INFORMATION ON THE ROLE OF ADMINISTRATOR AND COUNSELOR, PROGRAM PHILOSOPHY, THE ROLE OF THE DRAFTING TEACHER, AND GENERAL OBJECTIVES OF THE SECONDARY SCHOOLS' DRAFTING PROGRAM IS FOLLOWED BY FOUR DETAILED COURSE OUTLINES, ONE FOR EACH GRADE LEVEL, EMPHASIZING PROPER COURSE SEQUENCE AND INCREASING SKILL AND COMPETENCE. EACH OF THE FOUR MAJOR SECTIONS IS SUBDIVIDED INTO SPECIFIC INSTRUCTIONAL UNITS PROVIDING OVERVIEW, OBJECTIVES, SUGGESTED LEARNING EXPERIENCES, SUGGESTED TEACHING TECHNIQUES, SUPPLEMENTARY MATERIALS, STUDENT ACTIVITIES AND PROJECTS, PROFESSIONAL AIDS, VOCABULARY, AND EVALUATION TECHNIQUES. PROGRAMS FOR GRADES 9 AND 10 COVER BASIC FUNDAMENTALS OF DRAFTING AND DRAFTING EQUIPMENT, WHILE THE 11TH AND 12TH GRADE PROGRAMS ARE FURTHER BROKEN DOWN INTO ARCHITECTURAL AND MECHANICAL SECTIONS, AND ARE CONCERNED WITH MORE ADVANCED ASPECTS OF DRAFTING. RESOURCE UNITS ARE ALSO PROVIDED FOR GRADES 11 AND 12. SUGGESTIONS FOR STUDENT OCCUPATIONAL GUIDANCE, SAMPLE TESTS, MIMEOGRAPHED LISTS OF COURSE CONTENT AND STUDENT REQUIREMENTS, A STYLE SHEET FOR WRITTEN WORK, AND SUGGESTIONS FOR LESSON PLANNING ARE APPENDED. (AW)

VT 011 660

GENERAL GRAPHIC ARTS TECHNOLOGY FOR

INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA.
INDUSTRIAL ARTS EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 53P.

DESCRIPTORS - *STATE CURRICULUM GUIDES;
*GRAPHIC ARTS; *INDUSTRIAL ARTS; *TEACHING
GUIDES; SECONDARY GRADES; CCOURSE CONTENT;
CCOURSE DESCRIPTIONS; CCOURSE OBJECTIVES;
BIBLIOGRAPHIES

ABSTRACT - DESIGNED TO SERVE AS A GUIDE TO THE TEACHER AND ADMINISTRATOR OF GENERAL GRAPHIC ARTS, THIS IS ONE OF SEVEN COURSE OUTLINES DEVELOPED AS A GRADUATE CLASS PROJECT FOR USE IN GRADES 10, 11, OR 12. A GENERAL INDUSTRIAL ARTS COURSE ON THE JUNIOR HIGH LEVEL (GRADES 7, 8, 9) IS A PREREQUISITE FOR THIS COURSE. DESIGNED FOR 1 HOUR A DAY AND A 180-DAY SCHOOL YEAR, THIS COURSE ACQUAINTS THE STUDENT WITH ALL PHASES OF GENERAL GRAPHIC ARTS TECHNOLOGY. INTRODUCTORY MATERIALS COVER A GENERAL INTRODUCTION, A PLAN OF INSTRUCTIONAL PRACTICES, AND A STATEMENT OF THE EDUCATIONAL PHILOSOPHY. THE MAJOR PORTION OF THE DOCUMENT CONTAINS THE COURSE OBJECTIVES AND A DETAILED COURSE OUTLINE PROVIDING INFORMATION TOPICS, OPERATION TOPICS, STUDENT ACTIVITIES, AND TEACHER INFORMATION. A SAMPLE LESSON PLAN, TEST, JOB ASSIGNMENT SHEET, INFORMATION ASSIGNMENT SHEET, AND A BIBLIOGRAPHY ARE GIVEN. OTHER COURSE OUTLINES IN THIS SERIES ARE AVAILABLE AS VT 010 610 AND VT 011 661-VT 011 665 IN THIS ISSUE. (GR)

VT 011 661

GENERAL ELECTRICITY-ELECTRONICS TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA.
INDUSTRIAL ARTS EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 52P.

DESCRIPTORS - *STATE CURRICULUM GUIDES;
*ELECTRICITY; *ELECTRONICS; *INDUSTRIAL ARTS;
*TEACHING GUIDES; SECONDARY GRADES; CCOURSE
CONTENT; COURSE DESCRIPTIONS; COURSE
OBJECTIVES; BIBLIOGRAPHIES

ABSTRACT - DESIGNED TO SERVE AS A GUIDE TO THE TEACHER AND ADMINISTRATOR OF GENERAL ELECTRICITY-ELECTRONICS, THIS IS ONE OF SEVEN COURSE OUTLINES DEVELOPED AS A GRADUATE CLASS PROJECT FOR USE IN GRADES 10, 11, OR 12. A GENERAL INDUSTRIAL ARTS COURSE ON THE JUNIOR HIGH LEVEL (GRADES 7, 8, 9) IS A PREREQUISITE FOR THIS COURSE. DESIGNED FOR 1 HOUR A DAY AND A 180-DAY SCHOOL YEAR, THIS COURSE ACQUAINTS THE STUDENT WITH ALL PHASES OF GENERAL ELECTRICITY-ELECTRONICS TECHNOLOGY. INTRODUCTORY MATERIALS COVERS A GENERAL INTRODUCTION, A PLAN OF INSTRUCTIONAL PRACTICES, AND A STATEMENT OF THE EDUCATIONAL PHILOSOPHY. THE MAJOR PORTION OF THE DOCUMENT CONTAINS THE COURSE OBJECTIVES AND A DETAILED COURSE OUTLINE PROVIDING INFORMATION TOPICS, OPERATION TOPICS, STUDENT ACTIVITIES, AND TEACHER INFORMATION. A SAMPLE LESSON PLAN,

TEST, JOB ASSIGNMENT SHEET, INFORMATION ASSIGNMENT SHEET AND A BIBLIOGRAPHY ARE GIVEN. OTHER COURSE OUTLINES IN THIS SERIES ARE AVAILABLE AS VT 010 610 AND VT 011 660-VT 011 665 IN THIS ISSUE. (GR)

VT 011 662

GENERAL DRAFTING TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA.
INDUSTRIAL ARTS EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 43P.

DESCRIPTORS - *STATE CURRICULUM GUIDES;
*DRAFTING; *INDUSTRIAL ARTS; *TEACHING
GUIDES; SECONDARY GRADES; CCOURSE CONTENT;
COURSE DESCRIPTIONS; COURSE OBJECTIVES;
BIBLIOGRAPHIES

ABSTRACT - DESIGNED TO SERVE AS A GUIDE TO THE TEACHER AND ADMINISTRATOR OF GENERAL DRAFTING, THIS IS ONE OF SEVEN COURSE OUTLINES DEVELOPED AS A GRADUATE CLASS PROJECT FOR USE IN GRADES 10, 11, OR 12. A GENERAL INDUSTRIAL ARTS COURSE ON THE JUNIOR HIGH LEVEL (GRADES 7, 8, 9) IS A PREREQUISITE FOR THIS COURSE. DESIGNED FOR 1 HOUR A DAY AND A 180-DAY SCHOOL YEAR, THIS COURSE ACQUAINTS THE STUDENT WITH THE VARIOUS PHASES OF GENERAL DRAFTING TECHNOLOGY. INTRODUCTORY MATERIALS COVERS A GENERAL INTRODUCTION, A PLAN OF INSTRUCTIONAL PRACTICES, AND A STATEMENT OF THE EDUCATIONAL PHILOSOPHY. THE MAIN PORTION OF THE DOCUMENT CONTAINS THE COURSE OBJECTIVES AND A DETAILED COURSE OUTLINE PROVIDING INFORMATION TOPICS, OPERATION TOPICS, STUDENT ACTIVITIES, AND TEACHER INFORMATION. A SAMPLE LESSON PLAN, TEST, JOB ASSIGNMENT SHEET, INFORMATION ASSIGNMENT SHEET, AND A BIBLIOGRAPHY ARE GIVEN. OTHER COURSE OUTLINES IN THIS SERIES ARE AVAILABLE AS VT 010 610 AND VT 011 660-VT 011 665 IN THIS ISSUE. (GR)

VT 011 663

GENERAL POWER TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA.
INDUSTRIAL ARTS EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 53P.

DESCRIPTORS - *STATE CURRICULUM GUIDES;
*POWER MECHANICS; *INDUSTRIAL ARTS; *TEACHING
GUIDES; SECONDARY GRADES; COURSE CONTENT;
COURSE DESCRIPTIONS; COURSE OBJECTIVES;
BIBLIOGRAPHIES

ABSTRACT - DESIGNED TO SERVE AS A GUIDE TO THE TEACHER AND ADMINISTRATOR OF GENERAL POWER TECHNOLOGY, THIS IS ONE OF SEVEN COURSE OUTLINES DEVELOPED AS A GRADUATE CLASS PROJECT FOR USE IN GRADES 10, 11, OR 12. A GENERAL INDUSTRIAL ARTS COURSE ON THE JUNIOR HIGH LEVEL (GRADES 7, 8, 9) IS A PREREQUISITE FOR THIS COURSE. DESIGNED FOR 1 HOUR A DAY AND A 180-DAY SCHOOL YEAR, THIS COURSE ACQUAINTS THE STUDENT WITH THE VARIOUS PHASES OF GENERAL POWER TECHNOLOGY. INTRODUCTORY MATERIALS COVERS A GENERAL INTRODUCTION, A

PLAN OF INSTRUCTION PRACTICES, AND A STATEMENT OF THE EDUCATIONAL PHILOSOPHY. THE MAIN PORTION OF THE DOCUMENT CONTAINS THE COURSE OBJECTIVES AND A DETAILED COURSE OUTLINE PROVIDING INFORMATION TOPICS, OPERATION TOPICS, STUDENT ACTIVITIES, AND TEACHER INFORMATION. A SAMPLE LESSON PLAN, TEST, JOB ASSIGNMENT SHEET, INFORMATION ASSIGNMENT SHEET, AND A BIBLIOGRAPHY ARE GIVEN. OTHER COURSE OUTLINES IN THE SERIES ARE AVAILABLE AS VT 010 610 AND VT 011 660-VT 011 665 IN THIS ISSUE. (GR)

VT 011 664

GENERAL WOOD TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA.
INDUSTRIAL ARTS EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 39P.

DESCRIPTORS - *STATE CURRICULUM GUIDES;
*WOODWORKING; *INDUSTRIAL ARTS; *TEACHING
GUIDES; SECONDARY GRADES; COURSE CONTENT;
COURSE DESCRIPTIONS; COURSE OBJECTIVES;
BIBLIOGRAPHIES
IDENTIFIERS - GENERAL WOOD TECHNOLOGY

ABSTRACT - DESIGNED TO SERVE AS A GUIDE TO THE TEACHER AND ADMINISTRATOR OF GENERAL WOODS AND WOODWORKING, THIS IS ONE OF SEVEN COURSE OUTLINES DEVELOPED AS A GRADUATE CLASS PROJECT FOR USE IN GRADES 10, 11, OR 12. A GENERAL INDUSTRIAL ARTS COURSE ON THE JUNIOR HIGH LEVEL (GRADES 7, 8, 9) IS A PREREQUISITE FOR THIS COURSE. DESIGNED FOR 1 HOUR A DAY AND A 180-DAY SCHOOL YEAR, THIS COURSE ACQUAINTS THE STUDENT WITH THE VARIOUS PHASES OF GENERAL WOOD TECHNOLOGY. INTRODUCTORY MATERIAL COVERS A GENERAL INTRODUCTION, A PLAN OF INSTRUCTION PRACTICES, AND A STATEMENT OF THE EDUCATIONAL PHILOSOPHY. THE MAIN PORTION OF THE DOCUMENT CONTAINS THE COURSE OBJECTIVES AND A DETAILED COURSE OUTLINE PROVIDING INFORMATION TOPICS, OPERATION TOPICS, STUDENT ACTIVITIES, AND TEACHER INFORMATION. A SAMPLE LESSON PLAN, TEST, JOB ASSIGNMENT SHEET, AND INFORMATION ASSIGNMENT SHEET ARE INCLUDED. A BIBLIOGRAPHY IS GIVEN. OTHER COURSE OUTLINES IN THE SERIES ARE AVAILABLE AS VT 010 610 AND VT 011 660-VT 011 665 IN THIS ISSUE. (GR)

VT 011 665

GENERAL METAL TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA.
INDUSTRIAL ARTS EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 58P.

DESCRIPTORS - *STATE CURRICULUM GUIDES;
*METALS; *INDUSTRIAL ARTS; *TEACHING GUIDES;
SECONDARY GRADES; COURSE CONTENT; COURSE
DESCRIPTIONS; COURSE OBJECTIVES;
BIBLIOGRAPHIES
IDENTIFIERS - GENERAL METAL TECHNOLOGY

ABSTRACT - DESIGNED TO SERVE AS A GUIDE TO THE TEACHER AND ADMINISTRATOR OF GENERAL METALS, THIS IS ONE OF SEVEN COURSE OUTLINES

DEVELOPED AS A GRADUATE CLASS PROJECT FOR USE IN GRADES 10, 11, OR 12. A GENERAL INDUSTRIAL ARTS COURSE ON THE JUNIOR HIGH LEVEL (GRADES 7, 8, 9) IS A PREREQUISITE FOR THIS COURSE. DESIGNED FOR 1 HOUR A DAY AND A 180-DAY SCHOOL YEAR, THIS COURSE ACQUAINTS THE STUDENT WITH THE VARIOUS PHASES OF GENERAL METAL TECHNOLOGY. INTRODUCTORY MATERIALS COVER A GENERAL INTRODUCTION, A PLAN OF INSTRUCTION PRACTICES, AND A STATEMENT OF THE EDUCATIONAL PHILOSOPHY. THE MAIN PORTION OF THE DOCUMENT CONTAINS THE COURSE OBJECTIVES AND A DETAILED COURSE OUTLINE PROVIDING INFORMATION TOPICS, OPERATION TOPICS, STUDENT ACTIVITIES, AND TEACHER INFORMATION. A SAMPLE LESSON PLAN, TEST, JOB ASSIGNMENT SHEET, AND INFORMATION ASSIGNMENT SHEET ARE INCLUDED. A BIBLIOGRAPHY IS GIVEN. OTHER COURSE OUTLINES IN THIS SERIES ARE AVAILABLE AS VT 010 610 AND VT 011 660-VT 011 664 IN THIS ISSUE. (GR)

VT 011 735

BASIC TRAINING PROGRAM FOR EMERGENCY MEDICAL TECHNICIAN--AMBULANCE. COURSE GUIDE AND COURSE COORDINATOR ORIENTATION PROGRAM.

DUNLAP AND ASSOCIATES, INC., DARIEN, CONN.
DEPARTMENT OF TRANSPORTATION, WASHINGTON,
D.C. NATIONAL HIGHWAY SAFETY BUREAU
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(TD2.208:E,3/2, \$.30).
PUB DATE - OCT69 46P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION;
*PROGRAM GUIDES; *EMERGENCY SQUAD PERSONNEL;
*EDUCATIONAL PROGRAMS; *PROGRAM COORDINATION;
COURSE DESCRIPTIONS; SERVICE OCCUPATIONS;
EDUCATION FACILITIES; TEACHER QUALIFICATIONS;
INSTRUCTIONAL MATERIALS

ABSTRACT - PREPARED BY DUNLAP AND ASSOCIATES, INC., WITH THE AID OF A STAFF OF CONSULTANTS, THIS COURSE IS DESIGNED TO DEVELOP OR UPGRADE THE SKILL LEVELS OF ALL INDIVIDUALS INVOLVED IN PROVIDING EMERGENCY MEDICAL CARE SERVICES. PART 1 IS DESIGNED TO AID THE INSTRUCTOR IN ORGANIZING AND PRESENTING THE COURSE AND CONTAINS A DETAILED OUTLINE OF THE COURSE, PREREQUISITES FOR BOTH STUDENTS AND INSTRUCTORS, SUGGESTED SCHEDULING AND CLASS SIZE, GUIDELINES FOR CONDUCTING THE COURSE, AND REQUIREMENTS FOR FACILITIES, TRAINING AIDS, AND REFERENCE MATERIAL. PART 2 IS DESIGNED TO AID STATE OFFICIALS IN ORGANIZING AND PRESENTING AN ORIENTATION PROGRAM FOR THE COURSE COORDINATORS, WHO ARE GENERALLY PHYSICIANS. INCLUDED ARE THE RESPONSIBILITIES OF THE COORDINATOR AND AN OUTLINE OF THE ORIENTATION PROGRAM. (SB)

VT 011 970

STENOGRAPHIC-SECRETARIAL OCCUPATIONS; A SUGGESTED 1-YEAR CURRICULUM.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING.
MF AVAILABLE IN VT-ERIC SET.
OE-86007
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(FS5.286:86007, \$.45).

PUB DATE - 62 70P.

DESCRIPTORS - *STENOGRAPHERS; *SECRETARIES; *CURRICULUM GUIDES; *BUSINESS EDUCATION; *OFFICE OCCUPATIONS EDUCATION; BUSINESS SKILLS; VOCATIONAL EDUCATION; BIBLIOGRAPHIC CITATIONS

ABSTRACT - FOR USE BY ADMINISTRATORS, SUPERVISORS, TEACHER-TRAINERS, AND TEACHERS IN DEVELOPING AND CONDUCTING VOCATIONAL COURSES IN THE FIELD OF OFFICE OCCUPATIONS, THIS GUIDE IS DESIGNED TO AID IN TRAINING UNEMPLOYED AND UNDEREMPLOYED WORKERS AS COMPETENT, QUALIFIED STENOGRAPHERS AND SECRETARIES. CONTENTS ARE DIVIDED INTO THREE COURSES: (1) AN ENTRY OCCUPATIONS COURSE CONSISTING OF THREE UNITS COVERING BASIC SHORTHAND, TYPING, VOCABULARY, AND OFFICE RELATIONS, (2) A REFRESHER TRAINING COURSE, WITH THREE UNITS COVERING MORE ADVANCED TYPING, SHORTHAND, AND ENGLISH AS WELL AS TRAINING ON OFFICE MACHINES AND SECRETARIAL PRACTICE, AND (3) AN UPGRADING COURSE, WHICH PROVIDES TWO UNITS COVERING ADVANCED BUSINESS SKILLS, BUSINESS ORGANIZATION, BASIC BUSINESS LAW, APPLIED PSYCHOLOGY, AND OFFICE SUPERVISION. SUGGESTED EVALUATION PROCEDURES, INSTRUCTIONAL MATERIALS, SAMPLE LESSON PLANS, EQUIPMENT AND SUPPLIES, AND A SUGGESTED FACILITIES LAYOUT ARE APPENDED. A COMPANION DOCUMENT, "CLERICAL AND RECORD KEEPING OCCUPATIONS," IS AVAILABLE IN THIS ISSUE AS VT 011 298. (AW)

VT 012 552

GUIDELINES FOR CONSUMER AND HOME MAKING EDUCATION PROGRAMS. PART F OF VOCATIONAL EDUCATION ACT OF 1968 (P.L. 90-576).

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - 70 13P.

DESCRIPTORS - *HOME ECONOMICS EDUCATION; *CONSUMER EDUCATION; *EDUCATIONAL PROGRAMS; INSTRUCTIONAL PROGRAMS; *GUIDELINES; *FEDERAL LEGISLATION; PROGRAM PLANNING; PROGRAM ADMINISTRATION; EDUCATIONAL FINANCE; STANDARDS; ECONOMICALLY DISADVANTAGED IDENTIFIERS - *VOCATIONAL EDUCATION AMENDMENTS OF 1968

ABSTRACT - GUIDES FOR IMPLEMENTING CONSUMER AND HOME MAKING PROGRAMS IN ACCORDANCE WITH PART F OF THE VOCATIONAL EDUCATION ACT OF 1968 ARE ORGANIZED UNDER THESE TOPICS: (1) GENERAL INFORMATION, WHICH DESCRIBES THE OCCUPATIONAL AND THE CONSUMER AND HOME MAKING INSTRUCTIONAL PROGRAMS, (2) ALLOCATION OF FUNDS FOR CONSUMER AND HOME MAKING EDUCATION, (3) STANDARDS FOR A CONSUMER AND HOME MAKING EDUCATION PROGRAM, (4) QUALITY OF INSTRUCTION, WHICH DISCUSSES FIVE QUALITIES NEEDED IN AN INSTRUCTIONAL PROGRAM, (5) PROGRAMS FOR PERSONS IN ECONOMICALLY DEPRESSED AREAS, WHICH DEFINES AN ECONOMICALLY DEPRESSED AREA, (6) HOW TO APPLY FOR FUNDS FOR CONSUMER AND HOME MAKING EDUCATION, AND (7) REQUIRED REPORTS. SOURCES FOR FURTHER INFORMATION AND SAMPLE APPLICATION FORMS ARE INCLUDED. (SB)

VT 012 581

A CAREER IN LABORATORY ANIMAL SCIENCE AND TECHNOLOGY.

AMERICAN ASSOCIATION FOR LAB. ANIMAL SCIENCE, JOLIET, ILL.

MF AVAILABLE IN VT-ERIC SET.

PUB-70-1

EXECUTIVE SECRETARY, AMERICAN ASSOCIATION FOR LABORATORY ANIMAL SCIENCE, P.O. BOX 10, JOLIET, ILLINOIS 60434 (25 OR FEWER COPIES AVAILABLE WITHOUT CHARGE).

PUB DATE - ND 3P.

DESCRIPTORS - *ANIMAL SCIENCE; *TECHNICAL EDUCATION; *AGRICULTURAL TECHNICIANS; *PAMPHLETS; *LABORATORY TECHNOLOGY; EDUCATIONAL OPPORTUNITIES; AGRICULTURAL EDUCATION; TECHNICAL OCCUPATIONS; HIGH SCHOOL STUDENTS

ABSTRACT - PREPARED FOR HIGH SCHOOL STUDENTS BY THE AMERICAN ASSOCIATION FOR LABORATORY ANIMAL SCIENCE, THIS BROCHURE INCLUDES A LISTING OF 21 COLLEGE PROGRAMS IN ANIMAL SCIENCE TECHNOLOGY AS WELL AS CAREER OPPORTUNITIES AND OTHER TRAINING PROGRAMS. INSTITUTIONAL ADDRESSES ARE GIVEN FOR 1-YEAR, 2-YEAR, AND 4-YEAR PROGRAMS. THE MAJORITY OF TECHNICIANS ARE NEEDED IN ANIMAL HUSBANDRY WHICH INCLUDES THE DAILY CARE, BREEDING, AND FEEDING OF THE MANY DIFFERENT KINDS OF ANIMALS USED IN LABORATORIES. ANIMAL LABORATORY TECHNOLOGY INVOLVES THE VARIOUS PROCEDURES USED IN ANIMAL CARE IN LABORATORY WORK SUCH AS GIVING INJECTIONS, TAKING SAMPLES OF BODY FLUIDS, AND OBSERVING THE REACTIONS OF ANIMALS TO TEST SITUATIONS. (GB)

VT 012 685

GENERAL AG. MECHANICS (SPECIALIZED STUDY-- 11TH AND 12TH GRADES). STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. AGRICULTURAL EDUCATION SERVICE.

MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL AGRICULTURAL EDUCATION, FIELD OFFICE, 101 PETRIE HALL, AUBURN, ALABAMA 36820 (\$1.00, IN LIMITED SUPPLY).

PUB DATE - ND 196P.

DESCRIPTORS - *STUDY GUIDES; *VOCATIONAL AGRICULTURE; *FARM MECHANICS (OCCUPATION); *OFF FARM AGRICULTURAL OCCUPATIONS; *WORKBOOKS; GRADE 11; GRADE 12; SECONDARY EDUCATION; VOCATIONAL EDUCATION; EXPERIENCE CHARTS IDENTIFIERS - *AGRIBUSINESS

ABSTRACT - PREPARED FOR THE SECONDARY VOCATIONAL STUDENT INTERESTED IN FARM MECHANICS, THIS STUDY GUIDE BY THE AGRICULTURAL EDUCATION SERVICE OF THE ALABAMA STATE DEPARTMENT OF EDUCATION CONSISTS OF 57 JOB SHEETS, A STUDENT PROGRESS RECORD, ACTIVITIES, QUESTIONS TO ANSWER WITH SPACE PROVIDED FOR ANSWERS, REFERENCES, AND OCCASIONAL INFORMATION SHEETS. SOME OF THE TOPICS COVERED BY THE JOB SHEETS ARE: (1) GENERAL TOOL CARE, (2) WATER SUPPLY AND SEWAGE SYSTEMS, (3) BUILDING CONSTRUCTION AND REPAIR, (4) WELDING, AND (5) MACHINERY SET-UP AND REPAIR. IT IS RECOMMENDED THAT THE GUIDE

BE USED WITH A 2-YEAR AGRIBUSINESS FARM MECHANICS COURSE WITH JOBS 1-28 TO BE COMPLETED DURING THE FIRST YEAR AND JOBS 29-56 DURING THE SECOND YEAR. (LM)

VT 012 687

AGRIBUSINESS WOODWORKING (SPECIALIZED STUDY--11TH AND 12TH GRADES). STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. AGRICULTURAL EDUCATION SERVICE.

MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL AGRICULTURAL EDUCATION, FIELD OFFICE, 101 PETRIE HALL, AUBURN, ALABAMA 36830 (AVAILABLE IN LIMITED SUPPLY FOR \$1.00).

PUB DATE - ND 152P.

DESCRIPTORS - *STUDY GUIDES; *AGRICULTURAL EDUCATION; *VOCATIONAL AGRICULTURE; GRADE 11; OFF FARM AGRICULTURAL OCCUPATIONS; GRADE 12; *WOODWORKING; FINISHING; HAND TOOLS; LUMBER INDUSTRY; CABINETMAKING
IDENTIFIERS - *AGRIBUSINESS

ABSTRACT - THIS STUDY GUIDE, DEVELOPED FOR 11TH AND 12TH GRADE STUDENTS, IS ORGANIZED INTO 66 JOBS AND INTENDED TO BE USED IN A 2-YEAR COURSE WITH JOBS 1-27 TO BE COMPLETED THE FIRST YEAR AND JOBS 28-66 THE SECOND YEAR. QUESTIONS TO ANSWER, SUGGESTED LEARNING ACTIVITIES, SKILLS TO PERFORM AND PROJECTS TO BUILD ARE PRESENTED. SEVEN BIBLIOGRAPHIC REFERENCES ARE CITED FOR USE IN STUDYING. TOPICS INCLUDE: (1) SELECTING WOOD, (2) IDENTIFICATION AND USE OF HAND TOOLS, (3) IDENTIFICATION, ADJUSTMENT AND OPERATION OF POWER TOOLS, (4) MAKING WOOD JOINTS BY POWER AND HAND TOOLS, (5) USE OF GLUE AND METAL FASTENERS, (6) TYPES OF HARDWARE AND THEIR USES, AND (7) WOOD FINISHING. A PROGRESS REPORT OF EACH JOB PROVIDES THE STUDENT WITH A PLACE TO RECORD THE DATE WHEN EACH JOB WAS BEGUN AND COMPLETED. (RR)

VT 012 688

AGRIBUSINESS POWER MECHANICS (SPECIALIZED STUDY--11TH AND 12TH GRADES). STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. AGRICULTURAL EDUCATION SERVICE.

MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL AGRICULTURAL EDUCATION, FIELD OFFICE, 101 PETRIE HALL, AUBURN, ALABAMA 36830 (\$1.00, IN LIMITED SUPPLY).

PUB DATE - ND 172P.

DESCRIPTORS - *STUDY GUIDES; *AGRICULTURAL EDUCATION; *VOCATIONAL AGRICULTURE; GRADE 11; OFF FARM AGRICULTURAL OCCUPATIONS; GRADE 12; *POWER MECHANICS; AUTO MECHANICS; DIESEL ENGINES; FUELS; ELECTRIC CIRCUITS; AGRICULTURAL ENGINEERING
IDENTIFIERS - *AGRIBUSINESS

ABSTRACT - THIS STUDY GUIDE IS PREPARED FOR THE VOCATIONAL AGRICULTURE STUDENT INTERESTED IN THE FIELD OF POWER MECHANICS IN AGRIBUSINESS. INTENDED AS A 2-YEAR COURSE, THE CONTENT OF THE GUIDE IS ORGANIZED INTO 36 JOB TITLE AREAS--JOBS 1-18 IN THE FIRST YEAR

AND JOBS 19-36 DURING THE SECOND. THE TOPICS COVERED INCLUDE: (1) FUNDAMENTALS OF TWO AND FOUR CYCLE ENGINES, (2) THE ELECTRICAL SYSTEM AND ITS FUNCTIONS, (3) LUBRICANTS AND THE LUBRICATING SYSTEM, (4) THE COOLING SYSTEM, (5) SELECTING FUELS AND MAINTAINING THE FUEL AND CARBURETION SYSTEM, (6) THE BRAKE SYSTEM, AND (7) DISASSEMBLY, ASSEMBLY AND REPAIR OF THE POWER PLANT. EACH OF THE 36 JOBS HAVE QUESTIONS TO ANSWER (WITH SPACE PROVIDED IN THE GUIDE), SUGGESTED LEARNING ACTIVITIES, AND REFERENCES TO LEARNING MATERIAL. A PROGRESS RECORD IS PROVIDED FOR THE STUDENT TO INDICATE DATES WHEN JOBS ARE BEGUN AND COMPLETED. (RR)

VT 012 689

AGRIBUSINESS METALWORKING (SPECIALIZED STUDY--11TH AND 12TH GRADES). STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. AGRICULTURAL EDUCATION SERVICE.

MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL AGRICULTURAL EDUCATION, FIELD OFFICE, 101 PETRIE HALL, AUBURN, ALABAMA 36830 (AVAILABLE IN LIMITED SUPPLY FOR \$1.00).

PUB DATE - ND 139P.

DESCRIPTORS - *STUDY GUIDES; *AGRICULTURAL EDUCATION; *VOCATIONAL AGRICULTURE; GRADE 11; OFF FARM AGRICULTURAL OCCUPATIONS; GRADE 12; METALS; *SHEET METAL WORK; WELDING; METALLURGY
IDENTIFIERS - *AGRIBUSINESS

ABSTRACT - DEVELOPED FOR 11TH AND 12TH GRADE STUDENTS OF VOCATIONAL AGRICULTURE, THIS STUDENT STUDY GUIDE WAS PREPARED FOR THE STUDENT INTERESTED IN THE FIELD OF METALWORKING. IT IS SUGGESTED THAT THE 45 JOBS LISTED IN THE GUIDE BE TAUGHT OVER A 2-YEAR COURSE, WITH JOBS 1-23 COMPLETED THE FIRST YEAR AND JOBS 24-43 DURING THE SECOND YEAR. QUESTIONS TO BE ANSWERED, SUGGESTED LEARNING ACTIVITIES AND REFERENCES ARE LISTED FOR EACH JOB. SUBJECT AREAS INCLUDE: (1) IDENTIFICATION AND CHARACTERISTICS OF METALS, (2) DESIGN AND LAYOUT, (3) BENCH METAL WORK, (4) WELDING AND CUTTING PROCEDURES WITH ELECTRIC ARC AND OXY-ACETYLENE, (5) SHEET METAL WORK, AND (6) BRAZING. A PROGRESS RECORD IS PROVIDED FOR STUDENTS TO INDICATE DATES WHEN JOBS ARE BEGUN AND COMPLETED. (RR)

VT 012 690

AGRIBUSINESS MASONRY (SPECIALIZED STUDY--11TH AND 12TH GRADES). STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. AGRICULTURAL EDUCATION SERVICE.

MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL AGRICULTURAL EDUCATION, FIELD OFFICE, 101 PETRIE HALL, AUBURN, ALABAMA 36830 (\$1.00, IN LIMITED SUPPLY).

PUB DATE - ND 160P.

DESCRIPTORS - *STUDY GUIDES; *AGRICULTURAL EDUCATION; *MASONRY; *BRICKLAYING; AGRICULTURAL ENGINEERING; OFF FARM AGRICULTURAL OCCUPATIONS; VOCATIONAL

AGRICULTURE; BUILDING TRADES; BUILDINGS;
GRADE 11; GRADE 12; CONSTRUCTION (PROCESS);
PREFABRICATION; STRUCTURAL BUILDING SYSTEMS;
BRICKLAYERS
IDENTIFIERS - *AGRIBUSINESS

ABSTRACT - DEVELOPED FOR AGRICULTURE STUDENTS INTERESTED IN A TWO-YEAR COURSE IN AGRIBUSINESS MASONRY. THIS STUDENT STUDY GUIDE CONTAINS 20 INSTRUCTIONAL JOB TITLES TO BE TAUGHT IN GRADES 11 AND 12. SUGGESTIONS ARE THAT JOBS 1-9 BE COMPLETED DURING THE FIRST YEAR AND JOBS 10-20 DURING THE SECOND YEAR. SOME INSTRUCTIONAL JOBS INCLUDED ARE: (1) ORIENTATION TO CONCRETE, (2) BLUEPRINT READING, (3) BRICKLAYING, (4) CONCRETE FORMWORK, (5) MASONRY MATHEMATICS, (6) DESIGN AND CONSTRUCTION OF FOOTINGS, (7) FOUNDATIONS AND WATERPROOFING, (8) WALLS AND PARTITIONS, (9) SEPTIC TANK SYSTEMS, AND (10) MAINTENANCE, REPAIR, AND IMPROVEMENT OF MASONRY STRUCTURES. ILLUSTRATIONS, SUGGESTED LEARNING ACTIVITIES, REFERENCES, QUESTIONS TO ANSWER, EXPERIMENTS, AND PROJECTS ARE INCLUDED. (AS)

VT 012 691
AGRIBUSINESS CONSTRUCTION (SPECIALIZED STUDY--11TH AND 12TH GRADES). STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY.
AGRICULTURAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL AGRICULTURAL EDUCATION, FIELD
OFFICE, 101 PETRIE HALL, AUBURN, ALABAMA
36830 (\$1.00, IN LIMITED SUPPLY).
PUB DATE - NC 149P.

DESCRIPTORS - *STUDY GUIDES; *AGRICULTURAL
ENGINEERING; *AGRICULTURAL EDUCATION;
ELECTRICAL SYSTEMS; OFF FARM AGRICULTURAL
OCCUPATIONS; VOCATIONAL AGRICULTURE; GRADE
11; BUILDING MATERIALS; BUILDING TRADES;
ROOFING; *WOODWORKING; PLUMBING; CARPENTERS;
FINISHING; HAND TOOLS; GRADE 12
IDENTIFIERS - *AGRIBUSINESS

ABSTRACT - DEVELOPED PRIMARILY FOR AGRICULTURE STUDENTS INTERESTED IN A 2-YEAR COURSE IN AGRIBUSINESS CONSTRUCTION, THIS STUDENT STUDY GUIDE CONTAINS 42 INSTRUCTIONAL JOB TITLES TO BE TAUGHT IN GRADES 11 AND 12. SUGGESTIONS ARE THAT JOBS 1-21 BE COMPLETED DURING THE FIRST YEAR AND JOBS 22-41 DURING THE SECOND YEAR. SOME INSTRUCTIONAL JOBS INCLUDED ARE: (1) SELECTING WOOD FOR WOODWORKING, (2) SELECTING A BUILDING SITE, (3) SELECTING AND USING WOODWORKING TOOLS, (4) USING CONCRETE BLOCKS, (5) SELECTING A ROOF TYPE, (6) PLANNING AN ELECTRICAL INSTALLATION, (7) EXTERIOR AND INTERIOR WALL CONSTRUCTION, (8) INSTALLING WINDOW FRAMES AND WINDOWS, (9) USING NAILS, SCREWS, AND BOLTS AS FASTENINGS, (10) WOOD FINISHING, AND (11) PIPE WORK--PLUMBING. ILLUSTRATIONS, SUGGESTED LEARNING ACTIVITIES, REFERENCES, QUESTIONS TO ANSWER, EXPERIMENTS, AND PROJECTS ARE INCLUDED. (AS)

VT 012 692
AGRIBUSINESS ELECTRICITY (SPECIALIZED STUDY--11TH AND 12TH GRADES). STUDENT STUDY GUIDE,

AGRICULTURAL MECHANICS.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY.
AGRICULTURAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL AGRICULTURAL EDUCATION, FIELD
OFFICE, 101 PETRIE HALL, AUBURN, ALABAMA
36830 (\$1.00, LIMITED SUPPLY).
PUB DATE - NC 145P.

DESCRIPTORS - *STUDY GUIDES; *ELECTRICAL
SYSTEMS; ELECTRIC CIRCUITS; *AGRICULTURAL
EDUCATION; *ELECTRIC MOTORS; *AGRICULTURAL
ENGINEERING; VOCATIONAL AGRICULTURE; OFF FARM
AGRICULTURAL OCCUPATIONS; SECONDARY EDUCATION
IDENTIFIERS - *AGRIBUSINESS

ABSTRACT - DEVELOPED PRIMARILY FOR GRADE 11 AND 12 AGRICULTURAL STUDENTS INTERESTED IN A 2-YEAR COURSE IN AGRIBUSINESS ELECTRICITY, THIS STUDENT STUDY GUIDE CONTAINS 25 INSTRUCTIONAL JOB TITLES. IT IS SUGGESTED THAT JOBS 1-12 BE COMPLETED THE FIRST YEAR AND JOBS 13-25 DURING THE SECOND YEAR. SOME JOBS INCLUDED ARE: (1) INTRODUCTION TO ELECTRICITY, (2) ELECTRICAL TOOLS AND EQUIPMENT, (3) GENERATORS AND TRANSFORMERS, (4) ABC OF WIRING, (5) PLANNING AN ELECTRICAL INSTALLATION, (6) FARM WIRING, (7) ELECTRIC MOTORS, AND (8) WIRING MULTI-FAMILY DWELLINGS. SUGGESTED LEARNING ACTIVITIES, REFERENCES, QUESTIONS TO ANSWER, EXPERIMENTS, AND PROJECTS ARE INCLUDED. (AS)

VT 012 802
SPILLMAN, ROBERT; COLLINS, WILSON GLENN
HORTICULTURE. UNIT (MODULE): PLANNING THE
HOME LANDSCAPE.

KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL
MATERIALS LAB.
MF AVAILABLE IN VT-ERIC SET.
HS-81
INSTRUCTIONAL MATERIALS LABORATORY, ROOM 151,
TAYLOR EDUCATION BUILDING, UNIVERSITY OF
KENTUCKY, LEXINGTON, KENTUCKY 40506 (ONE COPY
FREE ON REQUEST FOR STATE DIRECTORS OF
AGRICULTURAL EDUCATION).
PUB DATE - FEB70 34P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
VOCATIONAL AGRICULTURE; UNIT PLAN;
*HORTICULTURE; LANDSCAPING; *SITE
DEVELOPMENT; GRADE 11; GRADE 12;
FLORICULTURE; PLANT IDENTIFICATION; TURF
MANAGEMENT; *UNITS OF STUDY (SUBJECT FIELDS);
*LEARNING ACTIVITIES

ABSTRACT - THIS REVISED UNIT, PREPARED BY AGRICULTURAL SPECIALISTS IN THE KENTUCKY DEPARTMENT OF VOCATIONAL EDUCATION, IS FOR TEACHERS' USE WITH THE 11TH OR 12TH GRADE VOCATIONAL AGRICULTURE CLASSES. CONTENTS ARE ORGANIZED ACCORDING TO THESE COMPETENCIES: (1) APPRECIATION OF THE NEED FOR BEAUTIFYING THE HOME AND SURROUNDINGS, (2) SELECTING IMPROVEMENTS, (3) PLANNING THE LANDSCAPE AND OTHER IMPROVEMENTS, AND (4) PLANNING FOR FLOWERS, TREES, SHRUBS, OR OTHER PLANTS. INCLUDED WITH EACH COMPETENCY ARE SUGGESTED TEACHING-LEARNING ACTIVITIES, REFERENCES, AND INSTRUCTIONAL MATERIALS. TWO RELATED UNITS, WHICH FOLLOW THIS UNIT IN TEACHING SEQUENCE, ARE AVAILABLE IN THIS ISSUE AS VT 012 803 AND

VT 012 804. (RR)

VT 012 803

SPILLMAN, ROBERT; COLLINS, WILSON GLENN
HORTICULTURE. UNIT (MODULE): STARTING THE
HOME LANDSCAPE.

KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL
MATERIALS LAB.

MF AVAILABLE IN VT-ERIC SET.

HS 82

INSTRUCTIONAL MATERIALS LABORATORY, ROOM 151,
TAYLOR EDUCATION BUILDING, UNIVERSITY OF
KENTUCKY, LEXINGTON, KENTUCKY 40506 (CNE COPY
FREE ON REQUEST FOR STATE DIRECTORS OF
AGRICULTURAL EDUCATION).
PUB DATE - FEB 70 20P.

DESCRIPTORS - *HORTICULTURE; UNIT PLAN;
VOCATIONAL AGRICULTURE; *AGRICULTURAL
EDUCATION; TURF MANAGEMENT; *LANDSCAPING;
PLANT IDENTIFICATION; TRANSPARENCIES; PLANT
SCIENCE; *ORNAMENTAL HORTICULTURE; PLANT
GROWTH; PLANTING; TRANSPLANTING; SECONDARY
GRADES; *UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - DEVELOPED BY THE INSTRUCTIONAL
MATERIALS LABORATORY AT THE UNIVERSITY OF
KENTUCKY, THIS TEACHING UNIT IS DESIGNED TO
ASSIST HIGH SCHOOL VOCATIONAL AGRICULTURE
INSTRUCTORS IN PLANNING AND TEACHING 11TH AND
12TH GRADE STUDENTS COMPETENCIES IN STARTING
THE HOME LANDSCAPE. CONTENTS INCLUDE: (1)
PREPARING THE HOME GROUNDS FOR LANDSCAPING,
(2) ESTABLISHING OR RENOVATING THE LAWN, (3)
ESTABLISHING AND CARING FOR TREES AND SHRUBS,
AND (4) PREPARING BEDS FOR FLOWERS.
TRANSPARENCY MASTERS, SUGGESTED REFERENCES,
INSTRUCTIONAL MATERIALS, AND TEACHING
ACTIVITIES ARE INCLUDED. TWO RELATED UNITS
ARE AVAILABLE AS VT 012 802 AND VT 012 804,
BOTH IN THIS ISSUE. (AS)

VT 012 804

SPILLMAN, ROBERT; COLLINS, WILSON GLENN
HORTICULTURE. UNIT (MODULE): MAINTAINING THE
HOME LANDSCAPE.

KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL
MATERIALS LAB.

MF AVAILABLE IN VT-ERIC SET.

HS-83

INSTRUCTIONAL MATERIALS LABORATORY, ROOM 151,
TAYLOR EDUCATION BUILDING, UNIVERSITY OF
KENTUCKY, LEXINGTON, KENTUCKY 40506 (CNE COPY
FREE ON REQUEST FOR STATE DIRECTORS OF
AGRICULTURAL EDUCATION).
PUB DATE - FEB 70 28P.

DESCRIPTORS - *UNIT PLAN; *AGRICULTURAL
EDUCATION; *HORTICULTURE; VOCATIONAL
AGRICULTURE; *TURF MANAGEMENT; *LANDSCAPING;
PLANT IDENTIFICATION; SECONDARY EDUCATION;
PLANT SCIENCE; ORNAMENTAL HORTICULTURE;
FLORICULTURE; SITE DEVELOPMENT

ABSTRACT - DEVELOPED BY THE INSTRUCTIONAL
MATERIALS LABORATORY AT THE UNIVERSITY OF
KENTUCKY, THIS TEACHING UNIT IS DESIGNED TO
ASSIST HIGH SCHOOL VOCATIONAL AGRICULTURE
INSTRUCTORS IN PLANNING AND TEACHING
COMPETENCIES IN MAINTAINING THE HOME
LANDSCAPE TO STUDENTS IN GRADES 11 AND 12.

CONTENTS INCLUDE INSTRUCTIONS ON HOW TO: (1)
ESTABLISH AND MAINTAIN SHADE TREES, GROUND
COVERS, VINES AND HEDGE PLANTS, (2) MANAGE
AND MAINTAIN THE LAWN, (3) DEVELOP AND
MAINTAIN ATTRACTIVE WALKS, DRIVES, AND
SERVICE AREAS, AND (4) DEVELOP AND MAINTAIN
RECREATIONAL AREAS. TRANSPARENCY MASTERS,
SUGGESTED REFERENCES, INSTRUCTIONAL
MATERIALS, AND TEACHING ACTIVITIES ARE
INCLUDED. TWO RELATED UNITS AVAILABLE IN THIS
ISSUE ARE VT 012 802, PLANNING THE HOME
LANDSCAPE, AND VT 012 803, STARTING THE HOME
LANDSCAPE. (AS)

VT 012 805

COLLINS, WILSON GLENN
HORTICULTURE (VEGETABLE PRODUCTION). UNIT
(MODULE): TOMATO PRODUCTION.

KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL
MATERIALS LAB.

MF AVAILABLE IN VT-ERIC SET.

HS-3CA

INSTRUCTIONAL MATERIALS LABORATORY, ROOM 151,
TAYLOR EDUCATION BUILDING, UNIVERSITY OF
KENTUCKY, LEXINGTON, KENTUCKY 40506 (CNE COPY
FREE ON REQUEST FOR STATE DIRECTORS OF
AGRICULTURAL EDUCATION).
PUB DATE - APR 70 75P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*HORTICULTURE; *UNITS OF STUDY (SUBJECT
FIELDS); *PLANT SCIENCE; *AGRICULTURAL
PRODUCTION; VOCATIONAL AGRICULTURE; SECONDARY
EDUCATION; YOUNG FARMER EDUCATION; ADULT
FARMER EDUCATION; PLANT GROWTH; PLANTING;
TEACHING GUIDES; INSTRUCTIONAL MATERIALS

ABSTRACT - FOLLOWING OBJECTIVES FORMULATED BY
A COMMITTEE OF AGRICULTURAL SPECIALISTS, THIS
TEACHING UNIT IS DESIGNED TO ASSIST
VOCATIONAL AGRICULTURE INSTRUCTORS IN
PLANNING AND TEACHING MAJOR ASPECTS OF TOMATO
PRODUCTION IN GRADES 11 AND 12 AND ADULT
CLASSES. EIGHTEEN SEPARATE COMPETENCIES OF
TOMATO PRODUCTION ARE ORGANIZED INTO AREAS
SUCH AS TOMATO IMPORTANCE, MARKETING,
SELECTION PRODUCTION INPUTS, CULTURAL
PRACTICES, UNDERSTANDING OF PLANT GROWTH, AND
WEED AND INSECT CONTROL. THE UNIT CONTAINS
SUGGESTIONS FOR TEACHING-LEARNING ACTIVITIES,
REFERENCES AND INSTRUCTIONAL MATERIALS. THE
SUGGESTED TEACHING TIME IS 20 TO 30 DAYS
DURING THE SPRING, TO UTILIZE THE OUTDOORS AS
A LABORATORY, OR USING A GREENHOUSE FACILITY.
RELATED MATERIALS ON VEGETABLE PRODUCTION ARE
AVAILABLE AS VT 012 606-VT 012 609, ALL IN
THIS ISSUE. (RR)

VT 012 806

COLLINS, WILSON GLENN
HORTICULTURE (VEGETABLE PRODUCTION). UNIT
(MODULE): PEPPER PRODUCTION.

KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL
MATERIALS LAB.

MF AVAILABLE IN VT-ERIC SET.

HS-3CB

INSTRUCTIONAL MATERIALS LABORATORY, ROOM 151,
TAYLOR EDUCATION BUILDING, UNIVERSITY OF
KENTUCKY, LEXINGTON, KENTUCKY 40506 (CNE COPY
FREE ON REQUEST FOR STATE DIRECTORS OF
AGRICULTURAL EDUCATION).

PUB DATE - MAY7C 44P.

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *HORTICULTURE; *AGRICULTURAL EDUCATION; TEACHING GUIDES; VOCATIONAL AGRICULTURE; *AGRICULTURAL PRODUCTION; *PLANT SCIENCE; INSTRUCTIONAL MATERIALS; PLANT GROWTH; SECONDARY EDUCATION; YOUNG FARMER EDUCATION; ADULT FARMER EDUCATION

ABSTRACT - FOLLOWING OBJECTIVES DEVELOPED BY A COMMITTEE OF AGRICULTURAL SPECIALISTS, THIS TEACHING UNIT IS DESIGNED TO ASSIST VOCATIONAL AGRICULTURE INSTRUCTORS IN PLANNING AND TEACHING MAJOR ASPECTS OF PEPPER PRODUCTION IN GRADES 11 AND 12 AND ADULT CLASSES. CONTENTS INCLUDE: (1) SELECTING AND PREPARING THE LAND, (2) FERTILIZING, (3) SECURING AND TRANSPLANTING THE PEPPER PLANTS, (4) PROVIDING ADEQUATE WATER SUPPLY, (5) CONTROLLING WEEDS, INSECTS, AND DISEASES, (6) HARVESTING, AND (7) MARKETING. A GREENHOUSE OR OUTDOOR FACILITY IS RECOMMENDED. REFERENCES, INSTRUCTIONAL MATERIALS, AND TEACHING ACTIVITIES ARE SUGGESTED FOR EACH UNIT LESSON. FOUR RELATED UNITS ON VEGETABLE PRODUCTION ARE AVAILABLE AS VT 012 805 AND VT 012 807-VT 012 809, ALL IN THIS ISSUE. (AS)

VT 012 807

COLLINS, WILSON GLENN
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CUCUMBER PRODUCTION.

KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL MATERIALS LAB.
MF AVAILABLE IN VT-ERIC SET.
HS-30C
INSTRUCTIONAL MATERIALS LABORATORY, ROOM 151, TAYLOR EDUCATION BUILDING, UNIVERSITY OF KENTUCKY, LEXINGTON, KENTUCKY 40506 (ONE COPY FREE ON REQUEST FOR STATE DIRECTORS OF AGRICULTURAL EDUCATION).
PUB DATE - OCT7C 26P.

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *HORTICULTURE; *AGRICULTURAL EDUCATION; TEACHING GUIDES; *AGRICULTURAL PRODUCTION; *PLANT SCIENCE; INSTRUCTIONAL MATERIALS; PLANT GROWTH; SECONDARY EDUCATION; YOUNG FARMER EDUCATION; ADULT FARMER EDUCATION; VOCATIONAL AGRICULTURE

ABSTRACT - FOLLOWING OBJECTIVES DEVELOPED BY A COMMITTEE OF AGRICULTURAL SPECIALISTS, THIS TEACHING UNIT IS DESIGNED TO ASSIST VOCATIONAL AGRICULTURE INSTRUCTORS IN PLANNING AND TEACHING MAJOR ASPECTS OF CUCUMBER PRODUCTION IN GRADES 11 AND 12 AND ADULT CLASSES. CONTENTS INCLUDE: (1) SELECTING AND PREPARING THE LAND, (2) FERTILIZING, (3) PLANTING THE CROP, (4) CONTROLLING WEEDS, INSECTS, AND DISEASES, (5) HARVESTING, AND (6) MARKETING. A GREENHOUSE OR OUTDOOR FACILITY IS RECOMMENDED. REFERENCES, INSTRUCTIONAL MATERIALS, AND TEACHING ACTIVITIES ARE SUGGESTED FOR EACH UNIT LESSON. FOUR RELATED UNITS ON VEGETABLE PRODUCTION ARE AVAILABLE AS VT 012 805, VT 012 806, VT 012 808, AND VT 012 809, ALL IN THIS ISSUE. (AS)

VT 012 808

COLLINS, WILSON GLENN
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CABBAGE PRODUCTION.

KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL MATERIALS LAB.
MF AVAILABLE IN VT-ERIC SET.
HS-30D
INSTRUCTIONAL MATERIALS LABORATORY, ROOM 151, TAYLOR EDUCATION BUILDING, UNIVERSITY OF KENTUCKY, LEXINGTON, KENTUCKY 40506 (ONE COPY FREE ON REQUEST FOR STATE DIRECTORS OF AGRICULTURAL EDUCATION).
PUB DATE - AUG7C 31P.

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *HORTICULTURE; *AGRICULTURAL EDUCATION; TEACHING GUIDES; VOCATIONAL AGRICULTURE; *AGRICULTURAL PRODUCTION; *PLANT SCIENCE; INSTRUCTIONAL MATERIALS; PLANT GROWTH; SECONDARY EDUCATION; YOUNG FARMER EDUCATION; ADULT FARMER EDUCATION

ABSTRACT - FOLLOWING OBJECTIVES DEVELOPED BY A COMMITTEE OF AGRICULTURAL SPECIALISTS, THIS TEACHING UNIT IS DESIGNED TO ASSIST VOCATIONAL AGRICULTURE INSTRUCTORS IN PLANNING AND TEACHING MAJOR ASPECTS OF CABBAGE PRODUCTION IN GRADES 11 AND 12 AND ADULT CLASSES. CONTENTS INCLUDE: (1) SELECTING AND PREPARING THE LAND, (2) FERTILIZING, (3) SECURING AND TRANSPLANTING THE CABBAGE PLANTS, (4) PROVIDING ADEQUATE WATER SUPPLY, (5) CONTROLLING WEEDS, INSECTS, AND DISEASES, (6) HARVESTING, AND (7) MARKETING. A GREENHOUSE OR OUTDOOR FACILITY IS RECOMMENDED. REFERENCES, INSTRUCTIONAL MATERIALS, AND TEACHING ACTIVITIES ARE SUGGESTED FOR EACH UNIT LESSON. FOUR RELATED UNITS ON VEGETABLE PRODUCTION ARE AVAILABLE AS VT 012 805-VT 012 807 AND VT 012 809, ALL IN THIS ISSUE. (AS)

VT 012 809

COLLINS, WILSON GLENN
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): SNAPBEAN PRODUCTION.

KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL MATERIALS LAB.
MF AVAILABLE IN VT-ERIC SET.
HS-30E
INSTRUCTIONAL MATERIALS LABORATORY, ROOM 151, TAYLOR EDUCATION BUILDING, UNIVERSITY OF KENTUCKY, LEXINGTON, KENTUCKY 40506 (ONE COPY FREE ON REQUEST FOR STATE DIRECTORS OF AGRICULTURAL EDUCATION).
PUB DATE - NOV7C 28P.

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *HORTICULTURE; *AGRICULTURAL EDUCATION; TEACHING GUIDES; VOCATIONAL AGRICULTURE; *AGRICULTURAL PRODUCTION; *PLANT SCIENCE; INSTRUCTIONAL MATERIALS; PLANT GROWTH; SECONDARY EDUCATION; YOUNG FARMER EDUCATION; ADULT FARMER EDUCATION

ABSTRACT - FOLLOWING OBJECTIVES DEVELOPED BY A COMMITTEE OF AGRICULTURAL SPECIALISTS, THIS TEACHING UNIT IS DESIGNED TO ASSIST VOCATIONAL AGRICULTURE INSTRUCTORS IN PLANNING AND TEACHING MAJOR ASPECTS OF SNAPBEAN PRODUCTION IN GRADES 11 AND 12 AND

ADULT CLASSES. CONTENTS INCLUDE: (1) SELECTING AND PREPARING THE LAND, (2) FERTILIZING, (3) PLANTING, (4) CONTROLLING WEEDS, INSECTS, AND DISEASES, (5) HARVESTING, AND (6) MARKETING. A GREENHOUSE OR OUTDOOR FACILITY IS RECOMMENDED. REFERENCES, INSTRUCTIONAL MATERIALS, AND TEACHING ACTIVITIES ARE SUGGESTED FOR EACH UNIT LESSON. FOUR RELATED UNITS ON VEGETABLE PRODUCTION ARE AVAILABLE AS VT 012 805-VT 012 808, ALL IN THIS ISSUE. (AS)

VT 012 971

MOTIVATION AND THE DISADVANTAGED TRAINEE. A MANUAL FOR INSTRUCTORS.

BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION, (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.

OE-37C68

SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(HE5,237:37C68, \$.60).

PUB DATE - NC 66P.

DESCRIPTORS - *MANUALS; *TEACHING GUIDES; *VOCATIONAL EDUCATION; *DISADVANTAGED GROUPS; *STUDENT MOTIVATION; INSTRUCTIONAL MATERIALS; TRADE AND INDUSTRIAL EDUCATION; TRAINEES; OCCUPATIONAL THERAPY; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED BY THE BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION OF THE U.S. DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, THIS MANUAL IS FOR INSTRUCTOR USE IN MOTIVATING THE DISADVANTAGED TRAINEE. SIX CHAPTERS INCLUDE: (1) THE DISADVANTAGED, (2) CONCEPTS OF MOTIVATION, (3) TRAINEE MOTIVATION, (4) INSTRUCTIONAL METHODS, TECHNIQUES, AND MATERIALS, (5) MOTIVATION POTENTIALS IN EXPLORATORY AND SKILL TRAINING, AND (6) OCCUPATIONAL GROWTH. A BIBLIOGRAPHY IS INCLUDED AND SAMPLE INSTRUCTION PAGES, A SAMPLE SCHEDULE, STEPS FOR GUIDANCE IN DRAWING A FACE, AND A PROJECT DRAWING ARE APPENDED. (GEB)

VT 012 977

CARPENTER, CORINNE K.; VOLPE, MARGARET E.
WORKBOOK FOR DENTAL RECORDS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$3.25).

PUB DATE - 70 287P.

DESCRIPTORS - *WORKBOOKS; *TEACHING GUIDES; STUDY GUIDES; *HEALTH OCCUPATIONS EDUCATION; *DENTAL TECHNICIANS; DENTISTRY; TECHNICAL EDUCATION; *VOCATIONAL EDUCATION; ACHIEVEMENT TESTS; RECORDS (FORMS); RECORDKEEPING; ADULT VOCATIONAL EDUCATION

ABSTRACT - DEVELOPED BY A TEAM OF TEACHERS AND TESTED BY SUBJECT MATTER SPECIALISTS, THIS STUDENT WORKBOOK IS FOR USE IN VOCATIONAL HIGH SCHOOL OR ADULT TRAINING

PROGRAMS IN LEARNING TO PREPARE FORMS COMMONLY FOUND IN DENTAL OFFICES. EIGHTEEN UNITS, INCLUDING TOPICS SUCH AS APPOINTMENT RECORDS, CLINICAL RECORDS, BANKING FORMS, AND DAILY RECORD SHEETS, CONTAIN A TOTAL OF 72 LESSONS TO BE COVERED OVER A 1-YEAR PERIOD. THE MAJOR OBJECTIVE, AN INTRODUCTORY STATEMENT, PROCEDURES, AND ASSIGNMENTS ARE THE PRIMARY COMPONENTS OF EACH LESSON SHEET. AN ACHIEVEMENT TEST FOR EACH UNIT IS APPENDED. (GEB)

VT 012 982

FURNEISEN, BARBARA K.
FOOD SERVICE.

MARIE F. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION

MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$2.50).

PUB DATE - JUL71 216P.

DESCRIPTORS - *OCCUPATIONAL HOME ECONOMICS; *STUDY GUIDES; *FOOD SERVICE; *JOB SKILLS; *DEAF EDUCATION; FOOD SERVICE WORKERS; ACHIEVEMENT TESTS; ENTRY WORKERS

ABSTRACT - PREPARED BY AN INSTRUCTOR OF THE MARIE F. KATZENBACH SCHOOL FOR THE DEAF AND TESTED IN A STATE SCHOOL FOR THE DEAF, THIS STUDY GUIDE IS FOR TEACHING JUNIOR OR SENIOR HIGH SCHOOL DEAF STUDENTS ENTRY LEVEL SKILLS IN FOOD SERVICE. UNITS ARE: (1) FOOD SERVICE WORKER, (2) DINING ROOM, (3) KITCHEN, (4) SAFETY, (5) FOOD PORTIONING, (6) MEAL SERVICE, (7) USE AND CARE OF LARGE EQUIPMENT, (8) SPECIAL HELPS FOR FOOD PREPARATION, (9) DESSERT PREPARATION, (10) SALAD PREPARATION, AND (11) SANDWICH PREPARATION. EACH UNIT CONTAINS ILLUSTRATED LESSONS CONSISTING OF AN OBJECTIVE, INFORMATION, VOCABULARY TERMS, AND AN ASSIGNMENT. A PICTURE-GLOSSARY OF SMALL EQUIPMENT, LIST OF VOCABULARY TERMS, BIBLIOGRAPHY, AND OBJECTIVE ACHIEVEMENT TESTS ARE INCLUDED. (SB)

VT 012 990

FORESTRY IN AGRICULTURAL EDUCATION.

VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND.
AGRICULTURAL EDUCATION SERVICE.

MF AVAILABLE IN VT-ERIC SET.

STATE DEPARTMENT OF EDUCATION, EIGHTH STREET
OFFICE BUILDING, RICHMOND, VIRGINIA 23216
(\$1.50).

PUB DATE - JUL70 125P.

DESCRIPTORS - *UNITS OF STUDY (SUBJECT FIELDS); *FORESTRY; *VOCATIONAL AGRICULTURE; *LUMBER INDUSTRY; *SUPPLEMENTARY TEXTBOOKS; CAREER OPPORTUNITIES; TREES; MAP SKILLS; HARVESTING

ABSTRACT - PREPARED BY PERSONNEL FROM STATE FORESTRY AND WILDLIFE AGENCIES, A LUMBER MANUFACTURERS' ASSOCIATION AND AGRICULTURAL

EDUCATION STAFFS, THIS PUBLICATION IS DESIGNED TO AID AGRICULTURAL EDUCATION TEACHERS IN PRESENTING THE FORESTRY UNITS INCLUDED IN THE RELATED CURRICULUM GUIDE AVAILABLE AS VT 008 038 (AIM SUMMER 1969). THE 14 UNITS INCLUDE: (1) ECONOMIC IMPORTANCE OF FORESTRY, (2) IDENTIFICATION AND GROWTH OF TREES, (3) FORESTRY MANAGEMENT, (4) HARVESTING, AND (5) SELECTING A FORESTRY CAREER. EACH UNIT INCLUDES OBJECTIVES, REFERENCES, TEACHING MATERIALS, AND LESSON PLANS ORGANIZED INTO FOUR STEPS: PREPARATION, PRESENTATION, APPLICATION, AND TESTING OR FOLLOWUP. THE GUIDE IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, AND PHOTOGRAPHS. STATE AND NATIONAL FORESTS AND PARKS, SOURCES OF FORESTRY INFORMATION, CHARACTERISTICS OF DIFFERENT WOODS, TIMBER SALE CONTRACT PROVISIONS, REFERENCES AND EQUIPMENT SOURCES, AND PLANS FOR A PLANTING BAR ARE APPENDED. (RR)

VT 012 991

SIMULATED OFFICE EDUCATION. COURSE OF STUDY. TEACHER MANUAL.

UTAH RESEARCH COORDINATING UNIT FOR VOCATIONAL AND TECHNICAL EDUCATION, SALT LAKE CITY.

MF AVAILABLE IN VT-ERIC SET.

UTAH STATE BOARD OF EDUCATION, 1400 UNIVERSITY CLUB BUILDING, 136 EAST SOUTH TEMPLE, SALT LAKE CITY, UTAH 84111 (\$1.25).
PUB DATE - 7C 61P.

DESCRIPTORS - *OFFICE OCCUPATIONS EDUCATION; *BUSINESS EDUCATION; *SIMULATION; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; ROLE PLAYING; TEACHING TECHNIQUES; TEACHER ROLE; *CLASS ACTIVITIES; *MANUALS; TEACHING GUIDES; ANSWER KEYS; TIME BLOCKS

ABSTRACT - THIS TEACHER MANUAL FOR A SIMULATED MORTGAGE LOAN OFFICE PROJECT SHOULD BE OF INTEREST TO TEACHERS PLANNING CLASS ACTIVITIES WITHIN A 2-HOUR TIME BLOCK. THIS PARTICULAR SIMULATION ACTIVITY REQUIRES SOME TYPING ABILITY AND INVOLVES THE POSITIONS OF ADMINISTRATIVE ASSISTANT, CASHIER, EXECUTIVE SECRETARY, INSURANCE CLERK, POSTING AND TAX CLERK, RECEPTIONIST, AND VICE-PRESIDENT. INFORMATION FOUND IN THIS MANUAL PERTAIN TO SUCH THINGS AS (1) ROTATION PLANS, (2) INFORMATION FOR STUDENTS, (3) PHYSICAL FACILITIES, (4) EVALUATION, (5) RUSH JOBS, (6) OPERATIONS PROCEDURE, AND (7) MATERIALS NEEDED. ALSO INCLUDED IS A TEACHER'S KEY AND IDEAS FOR IMPLEMENTING THE PROJECT. A STUDENT MANUAL IS AVAILABLE AS VT 012 992, ALSO IN THIS ISSUE. (JS)

VT 012 992

SIMULATED OFFICE EDUCATION. COURSE OF STUDY. STUDENT MANUAL.

UTAH RESEARCH COORDINATING UNIT FOR VOCATIONAL AND TECHNICAL EDUCATION, SALT LAKE CITY.

MF AVAILABLE IN VT-ERIC SET.

UTAH STATE BOARD OF EDUCATION, 1400 UNIVERSITY CLUB BUILDING, 136 EAST SOUTH TEMPLE, SALT LAKE CITY, UTAH 84111 (\$1.50).
PUB DATE - 7C 133P.

DESCRIPTORS - *BUSINESS EDUCATION; OFFICE OCCUPATIONS EDUCATION; *SIMULATION; *MANUALS; *ROLE PLAYING; INSTRUCTIONAL MATERIALS; *TIME BLOCKS; CLASS ACTIVITIES

ABSTRACT - DEVELOPED BY SEVERAL EDUCATORS, THIS STUDENT MANUAL FOR A SIMULATED MORTGAGE LOAN OFFICE INCLUDES THE MATERIALS NEEDED FOR STUDENT ROLE PLAYING. MORE SPECIFICALLY THE MANUAL INCLUDES (1) REFERENCE INFORMATION, (2) PROCEDURE MANUALS FOR SEVEN POSITIONS, (3) TASK SHEETS AND NARRATIVES, AND (4) A MASTER CUSTOMER LIST. THIS MANUAL IS TO BE USED BY STUDENTS WITH TYPING ABILITY AND IN A BLOCK TIME SITUATION. A TEACHER MANUAL IS AVAILABLE AS VT 012 991, ALSO IN THIS ISSUE. (JS)

VT 013 001

INDUSTRIAL ARTS FOR THE '70'S. TEACHER'S MANUAL TV LESSON GUIDES. SUGGESTED GRADE SENIOR HIGH.

CENTRAL VIRGINIA EDUCATIONAL TELEVISION CORP., RICHMOND.

MF AVAILABLE IN VT-ERIC SET.

PROGRAM CONSULTANT, CENTRAL VIRGINIA EDUCATIONAL TELEVISION CORPORATION, 23 SESAME STREET, P.O. 3237, RICHMOND, VIRGINIA 23235.
PUB DATE - 7C 21P.

DESCRIPTORS - *INDUSTRIAL ARTS; *EDUCATIONAL TELEVISION; *MANUALS; STUDY GUIDES; SECONDARY GRACES; RESOURCE UNITS

ABSTRACT - DISTRIBUTED BY THE CENTRAL VIRGINIA EDUCATIONAL TELEVISION CORPORATION, THIS GUIDE IS INTENDED TO PROVIDE AN OVERVIEW TO CLASSROOM TEACHERS OF THE INDUSTRIAL ARTS PROGRAMS TO BE PRESENTED IN THE 1970 SCHOOL YEAR. FIFTEEN LESSONS ARE LISTED, WITH EXPLANATORY INFORMATION, OBJECTIVES, AND SUGGESTED ACTIVITIES FOR EACH. ALTHOUGH THIS MATERIAL IS DATED, THE FORMAT SHOULD BE OF INTEREST TO ALL INDUSTRIAL ARTS PERSONNEL. (GB)

VT 013 025

GUIDE TO APPRENTICESHIP.

CONNECTICUT STATE APPRENTICESHIP COUNCIL. CONNECTICUT STATE DEPT. OF LABOR, HARTFORD. MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL67 34P.

DESCRIPTORS - *SKILLED WORKERS; *APPRENTICESHIPS; *SUBPROFESSIONALS; *MANPOWER DEVELOPMENT; *GUIDELINES; QUALIFICATIONS; DEFINITIONS; COUNSELING SERVICES; EMPLOYMENT SERVICES; INDUSTRIAL TRAINING; STATE AGENCIES; JOB TRAINING

ABSTRACT - THIS GUIDE HAS BEEN PREPARED TO PROVIDE INFORMATION TO ASSIST STUDENT COUNSELORS IN CONNECTICUT IN THEIR GUIDANCE OF PUPILS, AND SHOULD ALSO PROVE VALUABLE TO INDIVIDUALS INTERESTED IN BECOMING SKILLED CRAFTSMEN. THE DOCUMENT COVERS THE NEED FOR SKILLED WORKERS, THE ORIGIN OF THE APPRENTICESHIP PROGRAMS, GENERAL DEFINITIONS, POINTS FOR CONSIDERATION WHEN COUNSELING PROSPECTIVE APPRENTICES, QUALIFICATIONS

NECESSARY, AND ADVANCEMENT OPPORTUNITIES. A SECTION ON QUESTIONS FREQUENTLY ASKED BY STUDENTS, INCLUDING THE APPROPRIATE ANSWERS, SHOULD BE HELPFUL TO COUNSELORS. THE TRAINING OF TECHNICIANS THROUGH APPRENTICESHIP PROGRAMS IS ALSO OUTLINED. (GEB)

VT 013 033

INDUSTRIAL ARTS CURRICULUM GUIDE FOR GRAPHIC ARTS IN CHIC SCHOOLS.

OHIO INDUSTRIAL ARTS ASSOCIATION, COLUMBUS.
CHIC STATE DEPT. OF EDUCATION, COLUMBUS,
OHIO.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN68 57P.

DESCRIPTORS - *INDUSTRIAL ARTS; TRADE AND INDUSTRIAL EDUCATION; PRINTING; PHOTOGRAPHY; PAPER (MATERIAL); FILMS; FILMSTRIPS; *GRAPHIC ARTS; CAREER OPPORTUNITIES; *CURRICULUM GUIDES; *TEACHING GUIDES; ELEMENTARY GRADES; SECONDARY GRADES

ABSTRACT - PREPARED FOR THE CHIC INDUSTRIAL ARTS ASSOCIATION AND THE STATE DEPARTMENT OF EDUCATION BY A COMMITTEE OF TEACHERS, THIS COURSE GUIDE IS FOR INSTRUCTOR USE IN INTRODUCING GRAPHIC ARTS TO STUDENTS IN ELEMENTARY AND SECONDARY GRADES. THE PRIMARY OBJECTIVE OF THE COURSE IS TO PRESENT AN OVER-VIEW OF THE GRAPHIC ARTS INDUSTRY AND TO PROVIDE ACTIVITIES THAT SUGGEST WORTHWHILE USE OF LEISURE TIME. UNITS COVERED ARE: (1) HISTORY AND CAREER OPPORTUNITIES, (2) GRAPHIC DESIGN, (3) RELIEF PRINTING PROCESSES, (4) OFFSET LITHOGRAPHY, (5) SILK SCREEN, (6) PHOTOGRAPHY, (7) GRAVURE, (8) PAPER TECHNOLOGY, AND (9) RELATED MATERIALS AND PROCESSES. DISCUSSION TOPICS, TEACHING AIDS, DEMONSTRATION OR EXPERIMENT SUGGESTIONS, PROJECT ACTIVITIES, AND REFERENCE MATERIAL ARE PRESENTED IN EACH UNIT. A COMPREHENSIVE EQUIPMENT AND SUPPLY SOURCE LIST, AND RECOMMENDED VISUAL AIDS ARE INCLUDED. (GEB)

VT 013 034

ORNAMENTAL HORTICULTURE (SPECIALIZED STUDY-- 11TH AND 12TH GRADES). RURAL AGRIBUSINESS INDUSTRY IN VOCATIONAL AGRICULTURE. STUDENT STUDY GUIDE

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY.
AGRICULTURAL EDUCATION SERVICE.

MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL AGRICULTURE EDUCATION, FIELD
OFFICE, 101 PETRIE HALL, AUBURN, ALABAMA
36830 (AVAILABLE IN LIMITED SUPPLY FOR \$1.00
ONLY TO STATE SUPERVISORS AND HEAD TEACHER
EDUCATORS).
PUB DATE - 70 148P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*VOCATIONAL AGRICULTURE; *STUDY GUIDES;
*ORNAMENTAL HORTICULTURE; PLANT SCIENCE;
GRADE 11; GRADE 12
IDENTIFIERS - *AGRIBUSINESS

ABSTRACT - PREPARED FOR STUDENTS IN GRADES 11 AND 12 WHO ARE INTERESTED IN THE FIELD OF ORNAMENTAL HORTICULTURE, THIS STUDY GUIDE CONSISTS OF 50 JOB UNITS AND IS DESIGNED AS A 2-YEAR COURSE. THE GUIDE CONTAINS QUESTIONS

AND SUGGESTED LEARNING ACTIVITIES. QUESTIONS ARE STRUCTURED TO BE USED IN CONJUNCTION WITH A RELATED DOCUMENT, "ORNAMENTAL HORTICULTURE FOR VOCATIONAL AGRICULTURE IN ALABAMA," AVAILABLE IN THIS ISSUE AS VT 013 039. (GB)

VT 013 036

AGRICULTURAL MECHANICS COURSE.

DEPARTMENT OF EDUCATION, OTTAWA (ONTARIO).
MF AVAILABLE IN VT-ERIC SET.

CURR-RP-27A

PUB DATE - 66 12P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*CURRICULUM GUIDES; *TECHNICAL EDUCATION;
*AGRICULTURAL OCCUPATIONS; *AGRICULTURAL
ENGINEERING; DRAFTING; CONSTRUCTION INDUSTRY;
MECHANICS (PROCESS); WELDING; ELECTRICITY
IDENTIFIERS - OTTAWA; ONTARIO

ABSTRACT - INTENDED FOR GRADES 11 AND 12 AND DEVELOPED BY THE ONTARIO DEPARTMENT OF EDUCATION, THIS CURRICULUM GUIDE ON AGRICULTURAL MECHANICS CONTAINS AN OUTLINED DESCRIPTION OF TECHNICAL COURSE OFFERINGS. TOPICS ARE: (1) DRAFTING, (2) BUILDING CONSTRUCTION, (3) MOTOR MECHANICS, (4) GAS AND ARC WELDING, AND (5) ELECTRICITY. THE AIM OF THE COURSES IS TO PREPARE STUDENTS IN AREAS OF ONTARIO, WHERE THE ECONOMY IS BASED ON AGRICULTURE AND RELATED INDUSTRY, TO ENTER GAINFUL EMPLOYMENT IN THESE FIELDS, OR TO PROCEED IN DIPLOMA COURSES OF AGRICULTURAL SCHOOLS. (GB)

VT 013 037

DATA PROCESSING.

DEPARTMENT OF EDUCATION, OTTAWA (ONTARIO).
MF AVAILABLE IN VT-ERIC SET.

CURR-RP-23

PUB DATE - 66 33P.

DESCRIPTORS - *BUSINESS EDUCATION;
*ELECTRONIC DATA PROCESSING; *CURRICULUM
GUIDES; *PROGRAMING; SECONDARY GRADES;
COMPUTER SCIENCE EDUCATION; TEACHING GUIDES;
CHARTS; REFERENCE MATERIALS; FUNDAMENTAL
CONCEPTS

ABSTRACT - THIS COURSE GUIDE WAS DEVELOPED BY THE ONTARIO DEPARTMENT OF EDUCATION FOR INSTRUCTOR USE IN TEACHING DATA PROCESSING IN THE BUSINESS AND COMMERCE CURRICULUMS OF SECONDARY SCHOOLS. THE 4-YEAR PROGRAM INCLUDES: (1) PRINCIPLES OF DATA PROCESSING, FOR GRADE 10, (2) BASIC PROGRAMING, FOR GRADE 11, AND (3) SYSTEMS DESIGN, FOR GRADE 12. OPTIONAL COURSES DEAL WITH COMPUTER FUNDAMENTALS, BUSINESS SYSTEMS PROGRAMING, AND UNIT RECORD FUNDAMENTALS. THE 5-YEAR PROGRAM CONSISTS OF: (1) 1-YEAR BUSINESS OPTION COMPUTER CONCEPTS, (2) BUSINESS DATA PROCESSING, AND (3) SPECIAL COMMERCIAL DATA PROCESSING. UNDER THE BASIC PROGRAMING SECTION, CHARTS ARE GIVEN FOR COBOL, FORTRAN, AND PL/1. REFERENCES AND A LIST OF FILMS AND FILMSTRIPS ARE INCLUDED. (GEB)

VT 013 038

ELEMENTS OF CONSTRUCTION TECHNOLOGY, SENIOR

DIVISION.

DEPARTMENT OF EDUCATION, OTTAWA (ONTARIO).
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 14P.

DESCRIPTORS - *CURRICULUM GUIDES; *VOCATIONAL EDUCATION; *CONSTRUCTION NEEDS; *ARCHITECTURAL DRAFTING; SAFETY; BIBLIOGRAPHIES; SECONDARY GRADES; TEACHING GUIDES; INDUSTRIAL ARTS; INDUSTRIAL TECHNOLOGY

ABSTRACT - DEVELOPED FOR THE ONTARIO SECONDARY SCHOOLS, THIS CURRICULUM GUIDE IS INTENDED FOR TEACHER USE IN DEVELOPING LESSONS ON THE ELEMENTS OF CONSTRUCTION TECHNOLOGY AND IS DESIGNED FOR USE OVER A 2-YEAR PERIOD. SPECIFIC OBJECTIVES OF THE COURSE INCLUDE DEVELOPING A POSITIVE ATTITUDE TOWARD LEARNING, DEVELOPING THE ABILITY TO THINK IN THREE-DIMENSIONAL CONCEPTS, AND DEVELOPING SKILL IN THE COMMUNICATION OF TECHNICAL TOPICS. THE IMPORTANCE OF SAFETY AND THE VALUE OF FIELD TRIPS ARE BRIEFLY DISCUSSED. THE CONTENT OUTLINE INCLUDES THREE DIVISIONS: (1) THE CORE, (2) ARCHITECTURAL DRAFTING, AND (3) BUILDING CONSTRUCTION PRACTICES. AN EXTENSIVE ANNOTATED BIBLIOGRAPHY FOR EACH DIVISION IS INCLUDED. (GEB)

VT 013 039

ORNAMENTAL HORTICULTURE FOR VOCATIONAL AGRICULTURE IN ALABAMA.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. AGRICULTURAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL AGRICULTURAL EDUCATION, FIELD OFFICE, 101 PETRIE HALL, AUBURN, ALABAMA 36830 (IN LIMITED SUPPLY TO STATE SUPERVISORS AND TEACHER EDUCATORS, \$2.50).
PUB DATE - MAY70 352P.

DESCRIPTORS - *VOCATIONAL AGRICULTURE; *AGRICULTURAL EDUCATION; *SUPPLEMENTARY TEXTBOOKS; *ORNAMENTAL HORTICULTURE; *ORNAMENTAL HORTICULTURE OCCUPATION; PLANT PROPAGATION; PLANT IDENTIFICATION; PLANT SCIENCE; NURSERIES (HORTICULTURE); LANDSCAPING; TURF MANAGEMENT
IDENTIFIERS - *OCCUPATIONAL EXPLORATION

ABSTRACT - INTENDED AS A REFERENCE FOR STUDENTS AND TEACHERS FOR A SPECIAL COURSE IN ORNAMENTAL HORTICULTURE, THIS PUBLICATION CONTAINS INFORMATION NEEDED TO COMPLETE THE SUGGESTED WORK IN A STUDENT STUDY GUIDE. CONTENTS ARE: (1) EXPLORING OCCUPATIONAL OPPORTUNITIES IN ORNAMENTAL HORTICULTURE, (2) IDENTIFYING ORNAMENTAL HORTICULTURE PLANTS, (3) PLANT PROPAGATION, (4) USING SOIL AND OTHER GROWING MEDIA, (5) FLORAL CROP PRODUCTION, (6) NURSERY PLANT PRODUCTION, (7) CONTROLLING PLANT INSECTS, PLANT DISEASES, AND OTHER PLANT DISORDERS, (8) CONSTRUCTING, MAINTAINING, AND USING PLANT GROWING STRUCTURES, (9) MERCHANDISING HORTICULTURAL PLANTS AND SUPPLIES, (10) DEVELOPING THE LANDSCAPE DESIGN OR PLAN, AND (11) ESTABLISHING AND CARING FOR LAWNS AND TURFS. REFERENCE MATERIALS AND THEIR AVAILABILITY ARE LISTED BY TOPICS. THIS DOCUMENT IS A

REVISION OF VT 000 383 (AIM SPRING 1970). THE STUDENT STUDY GUIDE IS AVAILABLE IN THIS ISSUE AS VT 013 034. (GB)

VT 013 041

POWERS, BONNIE
NURSING PROGRAM, LEVEL I. CURRICULUM PROJECT.

CENTRAL ARIZONA COLL., COOLIDGE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 59P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION; *NURSING; *TEACHING GUIDES; ASSOCIATE DEGREES; POST SECONDARY EDUCATION; COMMUNITY COLLEGES; EDUCATIONAL PHILOSOPHY; EDUCATIONAL OBJECTIVES; JOB SKILLS; JOB TRAINING; COURSE DESCRIPTIONS; UNIT PLAN

ABSTRACT - THIS IS THE FIRST OF A 3-LEVEL NURSING PROGRAM LEADING TO AN ASSOCIATE DEGREE IN NURSING, WHICH WAS PREPARED BY A REGISTERED NURSE FOR TEACHING A 1-SEMESTER INTRODUCTORY COURSE EMPHASIZING BASIC NURSING ATTITUDES, SKILLS, AND KNOWLEDGES COMMON TO ALL AREAS OF NURSING FROM BIRTH THROUGH SENESCENCE. THE UNITS PROVIDE CLASSROOM AND LABORATORY EXPERIENCE STRESSING NURSING ACTIVITIES RELATED TO (1) PSYCHO-SOCIAL ADJUSTMENT, (2) COMFORT AND SAFETY, (3) ACTIVITY AND EXERCISE, (4) INTAKE AND UTILIZATION OF NUTRIENTS, (5) ELIMINATION, (6) REST AND SLEEP, AND (7) INTAKE, TRANSPORTATION, AND ASSIMILATION OF OXYGEN. EACH UNIT IS DIVIDED INTO SUB-UNITS, AND LABORATORY/CLASSROOM EXPERIENCES BASED ON GOALS, SUGGESTED REFERENCES, CLINICAL ASSIGNMENT, AND EVALUATION SUGGESTIONS ACCOMPANY EACH SUB-UNIT. AN INTRODUCTORY SECTION PROVIDES THE PHILOSOPHY AND OBJECTIVES OF THE NURSING PROGRAM, ADMINISTRATIVE CONSIDERATIONS, OUTLINE OF PROGRAM REQUIREMENTS, DESCRIPTIONS OF NURSING COURSES AND PREREQUISITE REQUIREMENTS, METHODS FOR MEETING PHILOSOPHY AND OBJECTIVES, AND CRITERIA OF ACCEPTANCE FOR NURSING ACTIVITIES. LEVELS II AND III ARE AVAILABLE AS VT 013 042 AND VT 013 043, RESPECTIVELY, ALSO IN THIS ISSUE. (SB)

VT 013 042

POWERS, BONNIE
NURSING PROGRAM, LEVEL II. CURRICULUM PROJECT.

CENTRAL ARIZONA COLL., COOLIDGE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 37P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION; *NURSING; *TEACHING GUIDES; ASSOCIATE DEGREES; POST SECONDARY EDUCATION; COMMUNITY COLLEGES; JOB SKILLS; JOB TRAINING; UNIT PLAN; EDUCATIONAL OBJECTIVES

ABSTRACT - FOLLOWING SUCCESSFUL COMPLETION OF LEVEL I, THE STUDENT IS READY FOR THIS LEVEL, THE SECOND OF A 3-LEVEL NURSING PROGRAM LEADING TO AN ASSOCIATE DEGREE IN NURSING, WHICH WAS PREPARED BY A REGISTERED NURSE FOR TEACHING A 1-SEMESTER COURSE DESIGNED TO HELP STUDENTS IDENTIFY AND DIFFERENTIATE NURSING PROBLEMS FOR PATIENTS WITH COMMON DISORDERS.

THE UNITS PROVIDE CLASSROOM AND LABORATORY EXPERIENCES STRESSING ACTIVITIES RELATED TO (1) PSYCHO-SOCIAL ADJUSTMENT, (2) COMFORT AND SAFETY, (3) ACTIVITY AND EXERCISE, (4) INTAKE AND UTILIZATION OF NUTRIENTS, (5) ELIMINATION, (6) REST AND SLEEP, AND (7) INTAKE, TRANSPORTATION, AND ASSIMILATION OF OXYGEN. EACH UNIT IS DIVIDED INTO SUB-UNITS, AND LABORATORY/CLASSROOM EXERCISES BASED ON GOALS, SUGGESTED REFERENCES, CLINICAL ASSIGNMENT, AND EVALUATION SUGGESTIONS ACCOMPANY EACH SUB-UNIT. LEVELS I AND III ARE AVAILABLE AS VT 013 041 AND VT 013 043, RESPECTIVELY, ALSO IN THIS ISSUE. (SB)

VT 013 043

POWERS, BONNIE
NURSING PROGRAM, LEVEL III. CURRICULUM PROJECT.

CENTRAL ARIZONA COLL., COCLIDGE.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 62P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION; *NURSING; *TEACHING GUIDES; ASSOCIATE DEGREES; POST SECONDARY EDUCATION; COMMUNITY COLLEGES; EDUCATIONAL OBJECTIVES; JOB SKILLS; JOB TRAINING; UNIT PLAN

ABSTRACT - FOLLOWING SUCCESSFUL COMPLETION OF LEVELS I AND II, THE STUDENT IS READY FOR THIS LEVEL. THE THIRD OF A 3-LEVEL NURSING PROGRAM LEADING TO AN ASSOCIATE DEGREE IN NURSING, WHICH WAS PREPARED BY A REGISTERED NURSE FOR TEACHING A 2-SEMESTER COURSE EMPHASIZING TEACHING PATIENTS AND FAMILIES, INDIVIDUALIZED PATIENT CARE UTILIZING ASSESSMENT, PLANNING, AND EVALUATION AND SUPERVISION OF OTHERS, ABILITY TO IMPLEMENT COMPREHENSIVE PATIENT CARE, AND TRANSITION FROM STUDENT ROLE TO NURSE PRACTITIONER ROLE. THE UNITS OF BOTH SEMESTERS PROVIDE CLASSROOM AND LABORATORY OR CLINICAL EXPERIENCE STRESSING ACTIVITIES RELATED TO (1) PSYCHO-SOCIAL ADJUSTMENT, (2) COMFORT AND SAFETY, (3) ACTIVITY AND EXERCISE, (4) INTAKE AND UTILIZATION OF NUTRIENTS, (5) ELIMINATION, (6) REST AND SLEEP, AND (7) INTAKE, TRANSPORTATION, AND ASSIMILATION OF OXYGEN. EACH UNIT IS DIVIDED INTO SUB-UNITS, AND LABORATORY/CLASSROOM/CLINICAL EXPERIENCES BASED ON GOALS, SUGGESTED REFERENCES, CLINICAL ASSIGNMENT, AND EVALUATIVE SUGGESTIONS ACCOMPANY EACH SUB-UNIT. LEVELS I AND II ARE AVAILABLE AS VT 013 041 AND VT 013 042, RESPECTIVELY, ALSO IN THIS ISSUE. (SB)

VT 013 048

BUSINESS AND OFFICE EDUCATION HANDBOOK AND GUIDE FOR SOUTH DAKOTA.

SOUTH DAKOTA STATE DEPT. OF PUBLIC INSTRUCTION, PIERRE.
MF AVAILABLE IN VT-ERIC SET.
BULL-61-A
PUB DATE - ND 69P.

DESCRIPTORS - *BUSINESS EDUCATION; *PROGRAM PLANNING; *PROGRAM GUIDES; OFFICE OCCUPATIONS EDUCATION; SECONDARY EDUCATION; CURRICULUM PLANNING; EDUCATIONAL OBJECTIVES; EDUCATIONAL EQUIPMENT; EDUCATIONAL PHILOSOPHY; SCHOOL

COMMUNITY RELATIONSHIP; TEACHER CERTIFICATION; FEDERAL AID; DISTRIBUTIVE EDUCATION; STATE CURRICULUM GUIDES; EDUCATIONAL FACILITIES; COURSE DESCRIPTIONS

ABSTRACT - DEVELOPED BY A STATE DEPARTMENT OF PUBLIC INSTRUCTION, THIS PROGRAM GUIDE SHOULD BE OF VALUE TO THOSE TEACHERS AND ADMINISTRATORS ENGAGED IN PLANNING AND CONDUCTING A HIGH SCHOOL BUSINESS EDUCATION PROGRAM. THE HANDBOOK IS DIVIDED INTO 15 SECTIONS WHICH INCLUDE: (1) INFORMATION FOR THE ADMINISTRATOR, (2) THE PHILOSOPHY OF BUSINESS EDUCATION, (3) SUGGESTED COURSE OFFERINGS AND SEQUENCES FOR VARIOUS SIZED HIGH SCHOOLS, (4) THE BUSINESS DEPARTMENT--PHYSICAL LAYOUT, (5) BUSINESS AND OFFICE TEACHER AIDS, (6) TEACHER CERTIFICATION, (7) PROFESSIONAL ORGANIZATION, AND (8) THE DISTRIBUTIVE EDUCATION PROGRAM. ALSO INCLUDED ARE NUMEROUS TABLES AND FIGURES ON SUCH TOPICS AS PERFORMANCE STANDARDS FOR OFFICE PRACTICE AND A CONCEPTUAL FRAMEWORK FOR BUSINESS EDUCATION. (JS)

VT 013 057

JOHNSON, CORA
HANDWASHING.

NORTHERN COLORADO UNIV., GREELEY. CAREER DEVELOPMENT CENTER.
DOCUMENT NOT AVAILABLE FROM EDRS.
DEPARTMENT OF VOCATIONAL EDUCATION, CAREER DEVELOPMENT CENTER, PUBLICATION AND DISSEMINATION DIVISION, UNIVERSITY OF NORTHERN COLORADO, GREELEY, COLORADO 80631.
PUB DATE - 70 13P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION; *UNIT PLAN; *AUTOINSTRUCTIONAL AIDS; *SANITATION; STUDY GUIDES; LEARNING ACTIVITIES; BEHAVIORAL OBJECTIVES; ACHIEVEMENT TESTS; ANSWER KEYS
IDENTIFIERS - *HANDWASHING

ABSTRACT - DEVELOPED BY A HEALTH OCCUPATIONS TEACHER COORDINATOR, THIS COLOR-CODED SELF-INSTRUCTIONAL UNIT ON HANDWASHING IS FOR STUDENT AND TEACHER USE. CONTENTS INCLUDE OBJECTIVES, SELF-ASSESSMENT, STUDY GUIDE REFERENCES, STUDY QUESTIONS, SUGGESTED ACTIVITIES, LABORATORY ACTIVITIES, UNIT SUMMARY, SELF-TEST, INSTRUCTOR'S KEY TO SELF-TEST, AND EVALUATION FORMS. (SB)

VT 013 058

SKILL SHEETS FOR SMALL GASLINE ENGINES.

IOWA STATE UNIV., AMES. DEPT. OF AGRICULTURAL EDUCATION.
IOWA STATE DEPT. OF PUBLIC INSTRUCTION, DES MOINES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 24P.

DESCRIPTORS - *WORKSHEETS; AGRICULTURAL ENGINEERING; STUDY GUIDES; ENGINES; SKILL DEVELOPMENT; MECHANICAL SKILLS; MEASUREMENT INSTRUMENTS; MAINTENANCE; *IDENTIFICATION TESTS; *INSTRUCTIONAL MATERIALS; *AGRICULTURAL EDUCATION; TEACHING GUIDES

ABSTRACT - DEVELOPED BY VOCATIONAL

AGRICULTURE INSTRUCTORS WHO ATTENDED AN INSERVICE CLASS, THESE SKILL SHEETS ARE FOR TEACHING SPECIFIC SKILLS AND ABILITIES RELATED TO SMALL GASOLINE ENGINES. THE SHEETS COVER THE PROBLEM AREAS OF: (1) MEASURING DEVICES, (2) COMPRESSION, (3) CARBURETION, (4) IGNITION, AND (5) MAINTENANCE AND TROUBLESHOOTING. THE SHEETS INCLUDE STATEMENTS OF WHAT THE OPERATION TEACHES, MATERIALS REQUIRED, PART IDENTIFICATION, OPERATIONAL PROCEDURES, AND AN EVALUATION SCORE SHEET. A PART IDENTIFICATION KEY IS PROVIDED FOR THE SHEETS, AND THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS. (GEB)

VT 013 064

GROUND INSTRUCTOR, INSTRUMENT WRITTEN TEST GUIDE.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C.

MF AVAILABLE IN VT-ERIC SET.

AC-143-2R

SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (TC 4.8:G91/971, \$.65).

PUB DATE - 71 43P.1971 REVISION.

DESCRIPTORS - *STUDY GUIDES; *TESTS; *AVIATION TECHNOLOGY; *VOCATIONAL EDUCATION; REFERENCE MATERIALS; CHARTS; MAPS; *FLIGHT TRAINING

ABSTRACT - PREPARED BY THE FLIGHT STANDARDS SERVICE OF THE FEDERAL AVIATION ADMINISTRATION, THIS TEST GUIDE IS DESIGNED TO ASSIST APPLICANTS PREPARING FOR THE GROUND INSTRUCTOR-INSTRUMENT-WRITTEN TEST. THE CONTENTS INCLUDE UNITS ON: (1) INTRODUCTION, (2) REQUIREMENTS FOR CERTIFICATES AND RATINGS, (3) THE WRITTEN TEST, (4) TAKING THE TEST, (5) REFERENCE MATERIALS, (6) HOW TO OBTAIN STUDY MATERIALS, (7) STUDY OUTLINE, (8) SAMPLE TEST, AND (9) ANALYSIS OF ANSWERS TO SAMPLE TEST ITEMS. AN EXTENSIVE 18-PART APPENDIX IS INCLUDED. (GEB)

VT 013 070

GIDDINGS, LARRY A., AND OTHERS
MANUAL ON TRAINING FOR SHERIFFS.

THE NATIONAL SHERIFFS ASSOCIATION.
LAW ENFORCEMENT ASSISTANCE ADMINISTRATION
(DEPT. OF JUSTICE), WASHINGTON, D.C.

MF AVAILABLE IN VT-ERIC SET.

SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (J1.8/2:SH5, \$1.25).

PUB DATE - 7C 130P.

DESCRIPTORS - *PROGRAM GUIDES; *PROGRAM PLANNING; *PROGRAM DEVELOPMENT; *TRAINING TECHNIQUES; *LAW ENFORCEMENT; VOCATIONAL EDUCATION; TEACHING GUIDES; RESOURCE MATERIALS; JOB TRAINING; EDUCATIONAL EQUIPMENT

ABSTRACT - PREPARED BY THE NATIONAL SHERIFFS' ASSOCIATION, THIS MANUAL WAS DESIGNED TO BE A READY REFERENCE FOR THE SHERIFF WHO IS CONDUCTING OR PLANNING A TRAINING PROGRAM. ARRANGED IN 10 CHAPTERS, THE MANUAL INCLUDES INFORMATION ON (1) PLANNING YOUR TRAINING

PROGRAMS, (2) TRAINING PERSONNEL, (3) TRAINING EQUIPMENT, (4) TRAINING METHODS, (5) TRAINING SCHEDULES, (6) EVALUATION, AND (7) RESOURCES. WITH THE CONTENTS OF THIS MANUAL, THE REFERENCES MENTIONED, A GOOD TRAINING STAFF, AND THE NEEDED SUPPORT, THE RESULT SHOULD BE A GOOD TRAINING PROGRAM. THE NATIONAL SHERIFFS' ASSOCIATION PLANS IN THE NEAR FUTURE TO PRODUCE SUPPLEMENTARY MATERIALS FOR USE IN THESE TRAINING PROGRAMS. (AUTHORS/JS)

VT 013 085

SIMULATED AUTOMOBILE INSURANCE MANUAL.

WASHINGTON INSURANCE COUNCIL, SEATTLE.

DOCUMENT NOT AVAILABLE FROM EDRS.

WASHINGTON INSURANCE COUNCIL, 1218 THIRD AVENUE, SEATTLE, WASHINGTON 98101.

PUB DATE - JUN7C 145P.

DESCRIPTORS - *BUSINESS EDUCATION; *SIMULATION; *RESOURCE MATERIALS; *MANUALS; *INSURANCE OCCUPATIONS; SECONDARY EDUCATION; INSTRUCTIONAL MATERIALS; INSURANCE COMPANIES; INTERDISCIPLINARY APPROACH; ROLE PLAYING; RETAILING; OFFICE OCCUPATIONS EDUCATION

ABSTRACT - THIS DOCUMENT IS A PROCEDURES MANUAL DEVELOPED FOR USE IN AN OFFICE SIMULATION PROJECT ON AUTOMOBILE INSURANCE. DESIGNED TO ACCOMPANY A MANUAL OF INSURANCE FORMS, INFORMATION IS INCLUDED FOR AGENCY PROCEDURES, COMPANY PROCEDURES, AND INSURANCE RATES. MORE SPECIFIC INFORMATION CONCERNS THE (1) APPLICANT INTERVIEW, (2) COVERAGES, (3) LOAN PROCEDURES, (4) UNDERWRITING GUIDE, (5) POLICY OPERATIONS--DUTIES, AND (6) OFFICE MANAGER--DUTIES. THE RELATED FORMS ARE AVAILABLE AS VT 013 086, ALSO IN THIS ISSUE. (JS)

VT 013 086

SIMULATED AUTOMOBILE INSURANCE FORMS.

WASHINGTON INSURANCE COUNCIL, SEATTLE.

DOCUMENT NOT AVAILABLE FROM EDRS.

WASHINGTON INSURANCE COUNCIL, 1218 THIRD AVENUE, SEATTLE, WASHINGTON 98101.

PUB DATE - JUN7C 76P.

DESCRIPTORS - *SIMULATION; *BUSINESS EDUCATION; SECONDARY EDUCATION; INSTRUCTIONAL MATERIALS; *RECORDS (FORMS); *INSURANCE OCCUPATIONS; INSURANCE COMPANIES; INTERDISCIPLINARY APPROACH; *MANUALS; ROLE PLAYING; RETAILING; OFFICE OCCUPATIONS EDUCATION

ABSTRACT - DEVELOPED BY THE WASHINGTON INSURANCE COUNCIL, THIS MANUAL OF FORMS IS TO BE USED AS RESOURCE MATERIAL FOR THE INSTALLATION OF AN OFFICE LABORATORY SIMULATION. THE SUBJECT MATTER OF THIS PARTICULAR OFFICE LABORATORY INVOLVES THE WRITING OF AUTOMOBILE INSURANCE THROUGH THE SERVICES OF AN INSURANCE AGENCY. CONSISTING OF FIVE OR SIX POSITIONS, THE COMPANY OFFICE IS STAFFED BY STUDENTS ON A ROTATING BASIS IN ORDER TO PROVIDE A VARIETY OF EXPERIENCES AND A TOTAL PICTURE OF THE INSURANCE BUSINESS. STUDENTS ALSO STAFF THE AGENCIES WHICH ARE RESPONSIBLE FOR ORIGINATING THE BUSINESS,

TAKING APPLICATIONS, AND RATING AND PROCESSING THE TRANSMITTALS TO THE COMPANY. SUCH OPERATIONS ARE DESCRIBED IN THE PROCEDURES MANUAL ACCOMPANYING THIS SET OF FORMS. IT IS SUGGESTED THAT AN INTERDISCIPLINARY APPROACH CAN BE USED WITH THESE MATERIALS BY HAVING DRIVER EDUCATION AND AUTO SHOP STUDENTS APPLY FOR INSURANCE AND ESTIMATE DAMAGE IN REGARD TO ACCIDENTS. THE PROCEDURES MANUAL MENTIONED ABOVE IS AVAILABLE AS VT 013 085, ALSO IN THIS ISSUE. (ALTCR/JS)

VT 013 087

COOPERATIVE INDUSTRIAL ARTS TESTS SPECIMEN SET.

EDUCATIONAL TESTING SERVICE, PRINCETON, N.J. DISTRIBUTION SERVICES.
DOCUMENT NOT AVAILABLE FROM EDRS.
COOPERATIVE TESTS AND SERVICES, EDUCATIONAL TESTING SERVICE, PRINCETON, NEW JERSEY 08540.
PUB DATE - 69 50P.

DESCRIPTORS - *INDUSTRIAL ARTS; *STUDENT EVALUATION; *MEASUREMENT INSTRUMENTS; *STANDARDIZED TESTS; *TIMED TESTS; VOCATIONAL EDUCATION; WOODWORKING; METALS; ENGINEERING DRAWING; ELECTRICITY; ELECTRONICS; GROUP NORMS; PERFORMANCE TESTS

ABSTRACT - ASSEMBLED TO PROVIDE TEST USERS WITH A REPRESENTATIVE SAMPLING OF COOPERATIVE TESTS, THIS SPECIMEN SET CONTAINS ONE OF EACH TEST FOR THE FOLLOWING SUBJECT AREAS: (1) GENERAL INDUSTRIAL ARTS, (2) WOODS, (3) METALS, (4) ELECTRICITY/ELECTRONICS, AND (5) DRAWING. ALSO INCLUDED ARE DIRECTIONS FOR ADMINISTERING THE TESTS, A LIST OF CORRECT ANSWERS, AN ANSWER SHEET, AND NOTES ON SCORE INTERPRETATION. TO ADMINISTER THESE TESTS, TEST BOOKLETS, ANSWER SHEETS, KEYS, AND A HANDBOOK OF DIRECTIONS FOR ADMINISTERING AND SCORING ARE AVAILABLE FROM THE SOURCE OF AVAILABILITY LISTED ABOVE. (JS)

VT 013 101

ALBERTI, ALFRED J.
POWER MECHANICS I; INDUSTRIAL ARTS III.
COURSES OF STUDY.

MONADNOCK REGIONAL HIGH SCHOOL, SWANZEY, N.H. INDUSTRIAL ARTS DEPT.
KEENE STATE COLL., N.H. DEPT. OF INDUSTRIAL ARTS
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN68 188P.

DESCRIPTORS - *POWER MECHANICS; *INDUSTRIAL ARTS; *LESSON PLANS; *TEACHING GUIDES; SECONDARY GRADES; ENGINES; HAND TOOLS; AUTO MECHANICS; TESTS; INSTRUCTIONAL AIDS; STUDY GUIDES; LABORATORY PROCEDURES

ABSTRACT - PREPARED FOR THE MONADNOCK REGIONAL HIGH SCHOOL, THIS COURSE OF STUDY IS FOR INSTRUCTOR USE IN TEACHING POWER MECHANICS IN GRADES 9 AND 10. THE MATERIAL IS DESIGNED FOR USE WITH THE TEXT "POWER MECHANICS" BY PAT H. ATTEBERRY. PRIMARY OBJECTIVES INCLUDE THE DEVELOPMENT OF A BASIC WORKING KNOWLEDGE OF THE COMPONENT OPERATION OF THE 2 AND 4-STROKE CYCLE ENGINE, AN

APPRECIATION OF THE PRINCIPLES OF OPERATION OF THE INTERNAL COMBUSTION ENGINE, KNOWLEDGE OF SAFETY REQUIREMENTS, AND AN APPRECIATION FOR THE CORRECT TOOLS, MATERIALS, AND GOOD WORKMANSHIP. THE 33 LESSON PLANS INCLUDE SPECIFIC OBJECTIVES, SUGGESTED INSTRUCTIONAL AIDS, AN OUTLINE FOR LESSON CONTENT, APPLICATIONS, FOLLOW-UP SUGGESTIONS, AND ASSIGNMENTS. THE LABORATORY SHEETS STATE THE PURPOSES, AND GIVE A STEP-BY-STEP PROCEDURE FOR ACTION. INFORMATION SHEETS, SAMPLE REPORT CARDS, PERSONNEL RECORDS, AND TESTS ARE INCLUDED. (GER)

VT 013 102

LABOR UNIONS AND ORGANIZATIONS: A SELF-INSTRUCTIONAL UNIT FOR UNIT 18 OF THE VOCATIONAL ORIENTATION TEACHER'S GUIDE.

ARKANSAS UNIV., FAYETTEVILLE. DEPT. OF VOCATIONAL EDUCATION.
ARKANSAS STATE DEPT. OF EDUCATION, LITTLE ROCK. DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 71 25P.

DESCRIPTORS - *VOCATIONAL EDUCATION; AUTOSTRUCTURAL AIDS; *LABOR UNIONS; ORGANIZATION; *INSTRUCTIONAL MATERIALS; *REFERENCE MATERIALS; *ORIENTATION MATERIALS; TEACHING PROCEDURES; TESTS; BEHAVIORAL OBJECTIVES

ABSTRACT - DEVELOPED BY A HOME ECONOMICS TEACHER IN A GRADUATE COURSE IN VOCATIONAL EDUCATION, AND REFINED BY STAFF MEMBERS IN THE DEPARTMENT OF VOCATIONAL EDUCATION, COLLEGE OF EDUCATION, UNIVERSITY OF ARKANSAS, THIS SELF-INSTRUCTIONAL UNIT IS INTENDED FOR BOTH TEACHER AND STUDENT USE. IT IS PREPARED FOR USE WITH UNIT 18 OF THE VOCATIONAL ORIENTATION TEACHER'S GUIDE. THE TEACHER OBJECTIVES ARE TO PROVIDE STUDENTS WITH A BASIC UNDERSTANDING OF LABOR UNIONS AND A REALIZATION OF HOW UNIONS AFFECT INDIVIDUAL WORKERS. THE TEACHER SECTION INCLUDES: (1) TEACHER OBJECTIVES, (2) SUGGESTED TEACHING PROCEDURES, (3) REFERENCE LISTS, (4) ACKNOWLEDGEMENTS, AND (5) TRANSPARENCY MASTERS. THE STUDENT SECTION INCLUDES: (1) STUDENT BEHAVIORAL OBJECTIVES, (2) A PRETEST AND A POSTTEST, (3) THE BODY OF THE CONTENTS, (4) SUGGESTED EXPERIENCES, AND (5) REVIEW QUESTIONS. (GER)

VT 013 110

DISTRIBUTIVE EDUCATION: UNIT I, ORIENTATION. FIRST YEAR SERIES.

FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 72P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *INSTRUCTIONAL MATERIALS; *STUDY GUIDES; JOB APPLICATION; HIGH SCHOOL STUDENTS; SECONDARY GRADES; RESOURCE MATERIALS; VOCATIONAL EDUCATION; *ORIENTATION MATERIALS
IDENTIFIERS - FLORIDA

ABSTRACT - AS THE FIRST UNIT OF A 5-UNIT FIRST YEAR CURRICULUM FOR A 2-YEAR DISTRIBUTIVE EDUCATION PROGRAM BEGINNING IN GRADE 11, THIS MANUAL IS DESIGNED TO ACQUAINT THE STUDENT WITH THE DISTRIBUTIVE EDUCATION PROGRAM AND SERVE AS A GUIDE FOR THE TEACHER-COORDINATOR IN PREPARING THE STUDENT FOR HIS INITIAL ENTRANCE INTO THE BUSINESS WORLD. MORE THAN JUST AN INTRODUCTION TO DISTRIBUTIVE EDUCATION, THIS 2-WEEK UNIT OF STUDY ALSO COVERS JOB APPLICATION TECHNIQUES AND PERSONALITY DEVELOPMENT. SAMPLE LETTERS, FORMS, AND A PERSONALITY INVENTORY ARE INCLUDED. THE FIVE UNITS OF THE SERIES ARE AVAILABLE AS VT 013 110-VT 013 114, ALL IN THIS ISSUE. (BH)

VT 013 111

DISTRIBUTIVE EDUCATION: UNIT II, MERCHANDISING. FIRST YEAR SERVICE.

FLORIDA STATE DEPT. OF EDUCATION,
TALLAHASSEE. DIV. OF VOCATIONAL, TECHNICAL
AND ADULT EDUCATION.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - ND 99P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *STUDY GUIDES; RESOURCE MATERIALS; HIGH SCHOOL STUDENTS; *MERCHANDISING; SECONDARY GRADES; *INSTRUCTIONAL MATERIALS; VOCATIONAL EDUCATION IDENTIFIERS - FLORIDA

ABSTRACT - THIS MANUAL IS THE SECOND OF FIVE UNITS WHICH COMPRISE THE FIRST YEAR CURRICULUM OF A 2-YEAR DISTRIBUTIVE EDUCATION PROGRAM. THE GUIDE, DESIGNED FOR A 12-WEEK UNIT OF STUDY, SERVES TO IDENTIFY THE BASIC ACTIVITIES OF MERCHANDISING, DEVELOP A BASIC SKILL PROFICIENCY IN THESE ACTIVITIES, AND SERVE AS AN INSTRUCTIONAL GUIDE FOR THE TEACHER-COORDINATOR. SPECIFIC AREAS COVERED ARE (1) SELLING, (2) ADVERTISING, (3) DISPLAY, (4) STOCK PLANNING, AND (5) CONSUMER CREDIT. EACH SECTION CONTAINS OBJECTIVES, TEACHING TECHNIQUES, ASSIGNMENTS, AND VOCABULARY. THE FIVE UNITS OF THE SERIES ARE AVAILABLE AS VT 013 110-VT 013 114, ALL IN THIS ISSUE. (BH)

VT 013 112

DISTRIBUTIVE EDUCATION: UNIT III, MARKETING IN OUR ECONOMY. FIRST YEAR SERIES.

FLORIDA STATE DEPT. OF EDUCATION,
TALLAHASSEE. DIV. OF VOCATIONAL, TECHNICAL
AND ADULT EDUCATION.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - ND 51P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS); RESOURCE MATERIALS; *STUDY GUIDES; HIGH SCHOOL STUDENTS; *MARKETING; INSTRUCTIONAL MATERIALS; *ECONOMIC EDUCATION; VOCATIONAL EDUCATION IDENTIFIERS - FLORIDA

ABSTRACT - THIS MANUAL IS THE THIRD OF FIVE UNITS WHICH COMPRISE THE FIRST YEAR

CURRICULUM OF A 2-YEAR DISTRIBUTIVE EDUCATION PROGRAM. THE GUIDE IS DESIGNED TO PROVIDE A BASIC UNDERSTANDING OF ECONOMICS, DEVELOP AN UNDERSTANDING OF MARKETING FUNCTIONS, AND SERVE AS AN INSTRUCTIONAL GUIDE FOR THE TEACHER-COORDINATOR. SECTIONS ON ECONOMICS AND MARKETING CONTAINING (1) OBJECTIVES, (2) DEFINITIONS AND VOCABULARY, (3) SUGGESTED TEACHING TECHNIQUES, (4) ASSIGNMENTS, AND (5) REFERENCE MATERIALS ARE DESIGNED FOR A 6-WEEK UNIT OF STUDY. THE FIVE UNITS OF THIS SERIES ARE AVAILABLE AS VT 013 110-VT 013 114, ALL IN THIS ISSUE. (BH)

VT 013 113

DISTRIBUTIVE EDUCATION: UNIT IV, ORGANIZATION, LOCATION AND FINANCE. FIRST YEAR SERIES.

FLORIDA STATE DEPT. OF EDUCATION,
TALLAHASSEE. DIV. OF VOCATIONAL, TECHNICAL
AND ADULT EDUCATION.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - ND 42P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *STATE CURRICULUM GUIDES; *STUDY GUIDES; *HIGH SCHOOL STUDENTS; *BUSINESS ADMINISTRATION; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; VOCATIONAL EDUCATION; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - THIS MANUAL IS THE FOURTH OF A SERIES OF FIVE UNITS IN THE FIRST YEAR CURRICULUM OF A 2-YEAR DISTRIBUTIVE EDUCATION PROGRAM. THE GUIDE IS DESIGNED TO ACQUAINT THE STUDENT WITH THE VARIOUS TYPES OF BUSINESS OWNERSHIP, DEVELOP AN UNDERSTANDING OF THE TYPES OF INTERNAL ORGANIZATION, CLARIFY THE FACTORS IN BUSINESS SITE SELECTION, CREATE AN AWARENESS OF BUSINESS CAPITAL REQUIREMENTS, AND IDENTIFY THE SOURCES OF CAPITAL. SECTIONS ON BUSINESS ORGANIZATION, LOCATION, AND FINANCE INCLUDE CLASS OBJECTIVES, VOCABULARY, TEACHING TECHNIQUES, AND REFERENCES. IT IS RECOMMENDED THAT FIVE WEEKS BE DEVOTED TO THE PRESENTATION OF THIS UNIT. THIS DOCUMENT IS ONE OF A SERIES AVAILABLE IN THIS ISSUE AS VT 013 110-VT 013 114. (BH)

VT 013 114

DISTRIBUTIVE EDUCATION: UNIT V, MARKETING MANAGEMENT. FIRST YEAR SERIES.

FLORIDA STATE DEPT. OF EDUCATION,
TALLAHASSEE. DIV. OF VOCATIONAL, TECHNICAL
AND ADULT EDUCATION.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - ND 37P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *STUDY GUIDES; HIGH SCHOOL STUDENTS; *MARKETING; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; *BUSINESS ADMINISTRATION; VOCATIONAL EDUCATION

ABSTRACT - THIS MANUAL IS THE LAST OF FIVE UNITS IN THE FIRST YEAR CURRICULUM OF A 2-YEAR DISTRIBUTIVE EDUCATION PROGRAM. THE GUIDE IS DESIGNED TO INTRODUCE THE STUDENT TO MARKETING MANAGEMENT, CREATE AN AWARENESS OF

THE RESPONSIBILITIES INHERENT IN THE MANAGEMENT OF MARKETING, ACQUAINT THE STUDENT WITH SEVERAL OF THE ALTERNATIVE DECISIONS TO BE DETERMINED BY MARKETING MANAGEMENT, AND PROVIDE AN INSIGHT INTO CAREER OPPORTUNITIES IN THE FIELD. IT IS RECOMMENDED THAT FOUR WEEKS BE DEVOTED TO THE PRESENTATION OF THIS UNIT. THE FIVE UNITS OF THIS SERIES ARE AVAILABLE AS VT 013 110-VT 013 114, ALL IN THIS ISSUE. (BH)

VT 013 147
REMEDIAL MATH. REVIEW BOOK 1: SUBTRACTION.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 8CP.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*SUBTRACTION; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON SUBTRACTION WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 148
REMEDIAL MATH. BOOK 1: WHAT IS A FRACTION?

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 137P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 149
REMEDIAL MATH. BOOK 2: BREAKING DOWN FRACTIONS, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 77P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON BREAKING DOWN FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 150
REMEDIAL MATH. BOOK 2: WHAT IS A FRACTION, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 77P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 151
REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 78P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON BREAKING DOWN FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS

DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 152

REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 85P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON BREAKING DOWN FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 153

REMEDIAL MATH. BOOK 4: FRACTIONS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 129P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 154

REMEDIAL MATH. BOOK 4: BREAKING DOWN FRACTIONS, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 86P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL

ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON BREAKING DOWN FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 155

REMEDIAL MATH. BOOK 5: ADDITION AND SUBTRACTION OF FRACTIONS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 82P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
ADDITION; SUBTRACTION; *FRACTIONS; *REMEDIAL
MATHEMATICS; *STUDY GUIDES; WORKBOOKS;
REMEDIAL COURSES; REMEDIAL ARITHMETIC;
ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON ADDITION AND SUBTRACTION OF FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 156

REMEDIAL MATH. BOOK 5: FRACTIONS GREATER THAN 1. PART 1: WHAT IS A MIXED NUMBER?

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 121P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS; ARITHMETIC
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON FRACTIONS AND MIXED NUMBERS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 157

REMEDIAL MATH. BOOK 6: FRACTIONS THAT EQUAL 1.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 56P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS; WORKBOOKS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK FOR A REMEDIAL MATH COURSE ON
FRACTIONS THAT EQUAL ONE WAS DEVELOPED UNDER
THE MANPOWER DEVELOPMENT AND TRAINING ACT OF
1962. CONTENTS ARE PRESENTED IN A STEP-BY-
STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED
BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS
DOCUMENT IS ONE IN A SERIES OF RELATED
DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013
147-VT 013 162. (GB)

VT 013 158

REMEDIAL MATH. BOOK 7: FRACTIONS THAT ARE
LARGER THAN 1. CHANGING FRACTIONS LARGER THAN
1 TO MIXED NUMBERS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 104P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL
ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK FOR A REMEDIAL MATH COURSE ON
CHANGING FRACTIONS LARGER THAN ONE TO MIXED
NUMBERS WAS DEVELOPED UNDER THE MANPOWER
DEVELOPMENT AND TRAINING ACT OF 1962.
CONTENTS ARE PRESENTED IN A STEP-BY-STEP
PROCEDURE WITH QUESTIONS TO BE ANSWERED BY
STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS
DOCUMENT IS ONE IN A SERIES OF RELATED
DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013
147-VT 013 162. (GB)

VT 013 159

REMEDIAL MATH. BOOK 8: CHANGING FRACTIONS
GREATER THAN 1 TO MIXED NUMBERS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 101P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY
GUIDES; REMEDIAL COURSES; WORKBOOKS; REMEDIAL
ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND

TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK FOR A REMEDIAL MATH COURSE ON
CHANGING FRACTIONS GREATER THAN ONE TO MIXED
NUMBERS WAS DEVELOPED UNDER THE MANPOWER
DEVELOPMENT AND TRAINING ACT OF 1962.
CONTENTS ARE PRESENTED IN A STEP-BY-STEP
PROCEDURE WITH QUESTIONS TO BE ANSWERED BY
STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS
DOCUMENT IS ONE IN A SERIES OF RELATED
DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013
147-VT 013 162. (GB)

VT 013 160

REMEDIAL MATH. BOOK 9: WHAT IS A DECIMAL
FRACTION, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 118P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *DECIMAL
FRACTIONS; NUMBERS; *REMEDIAL MATHEMATICS;
*STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES;
REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK FOR A REMEDIAL MATH COURSE ON
DECIMAL FRACTIONS WAS DEVELOPED UNDER THE
MANPOWER DEVELOPMENT AND TRAINING ACT OF
1962. CONTENTS ARE PRESENTED IN A STEP-BY-
STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED
BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS
DOCUMENT IS ONE IN A SERIES OF RELATED
DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013
147-VT 013 162. (GB)

VT 013 161

REMEDIAL MATH. BOOK 10: WHAT IS A DECIMAL
FRACTION, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 128P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *DECIMAL
FRACTIONS; FRACTIONS; *REMEDIAL MATHEMATICS;
*STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES;
REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK FOR A REMEDIAL MATH COURSE ON
DECIMAL FRACTIONS WAS DEVELOPED UNDER THE
MANPOWER DEVELOPMENT AND TRAINING ACT OF
1962. CONTENTS ARE PRESENTED IN A STEP-BY-
STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED
BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS
DOCUMENT IS ONE IN A SERIES OF RELATED
DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013
147-VT 013 162. (GB)

VT 013 162

REMEDIAL MATH. BOOK 11: WHAT IS A DECIMAL

FRACTION, PART III.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 126P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *DECIMAL FRACTIONS; FRACTIONS; *REMEDIAL MATHEMATICS; *STUDY GUIDES; WORKBOOKS; REMEDIAL COURSES; REMEDIAL ARITHMETIC; ILLUSTRATIONS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A REMEDIAL MATH COURSE ON DECIMAL FRACTIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A STEP-BY-STEP PROCEDURE WITH QUESTIONS TO BE ANSWERED BY STUDENTS. ILLUSTRATIONS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 147-VT 013 162. (GB)

VT 013 163

MACHINE SHOP COURSE. BOOK 0: WORKSHOP MATH ON DECIMAL ADDITION.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 143P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; METALS; *WORKBOOKS; *MACHINISTS; MACHINE TOOL OPERATORS; *MATHEMATICS; DECIMAL FRACTIONS; ADDITION; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON WORKSHOP MATH ON DECIMAL ADDITION FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GB)

VT 013 164

MACHINE SHOP COURSE. BOOK 1: READING A DRAWING, TYPES OF DRAWINGS, TYPES OF LINES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 128P.

DESCRIPTORS - *DRAFTING; ORTHOGONAL PROJECTION; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON READING A DRAWING, TYPES OF DRAWING, AND TYPES OF LINES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GB)

VT 013 165

MACHINE SHOP COURSE. BOOK 2: READING A DRAWING, BLUEPRINT MARKINGS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 137P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; *DRAFTING; BLUEPRINTS; ORTHOGONAL PROJECTION; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON READING A DRAWING AND BLUEPRINT MARKING FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GB)

VT 013 166

MACHINE SHOP COURSE. BOOK 3: LAYOUT OF RIGHT ANGLES AND PARALLEL LINES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 39P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *DRAFTING; ORTHOGONAL PROJECTION; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON LAYOUT OF RIGHT ANGLES AND PARALLEL LINES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE

PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE, AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 167

MACHINE SHOP COURSE. BOOK 4: CONSTRUCTION OF ANGLES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 93P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS; *CRAFTING; ORTHOGONAL PROJECTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON CONSTRUCTION OF ANGLES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 168

MACHINE SHOP COURSE. BOOK 5: SHOP MATH.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 109P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MATHEMATICS; DECIMAL FRACTIONS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON SHOP MATH FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. A PRETEST AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 169

MACHINE SHOP COURSE. BOOK 6: STEEL RULE

SCALES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 87P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MEASUREMENT INSTRUMENTS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON STEEL RULE SCALES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 170

MACHINE SHOP COURSE. BOOK 7: MEASURING INSTRUMENTS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 80P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MEASUREMENT INSTRUMENTS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON MEASURING INSTRUMENTS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 171

MACHINE SHOP COURSE. BOOK 8: LAYOUT TECHNIQUES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 62P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *HAND TOOLS; MEASUREMENT

INSTRUMENTS; INDUSTRIAL ARTS; STUDY GUIDES;
*WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL
OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK ON LAYOUT TOOLS FOR A BASIC MACHINE
SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER
DEVELOPMENT AND TRAINING ACT OF 1962. THE
CONTENTS ARE PRESENTED IN A VERY SIMPLE
PROGRAMED FORMAT PROVIDING QUESTIONS AND
ANSWERS FOR STUDENTS. ILLUSTRATIONS,
DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC
CONCEPTS, A PRETEST, AND A POSTTEST ARE
INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF
RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS
VT 013 163-VT 013 189, AND PART OF A SERIES
OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 172

MACHINE SHOP COURSE. BOOK 9: METAL
CHARACTERISTICS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 60P.

DESCRIPTORS - *TRADE AND INDUSTRIAL
EDUCATION; *PHYSICAL CHARACTERISTICS;
IDENTIFICATION; INDUSTRIAL ARTS; STUDY
GUIDES; *WORKBOOKS; MACHINISTS; *METALS;
MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL
MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK ON METAL CHARACTERISTICS FOR A BASIC
MACHINE SHOP COURSE WAS DEVELOPED UNDER THE
MANPOWER DEVELOPMENT AND TRAINING ACT OF
1962. THE CONTENTS ARE PRESENTED IN A VERY
SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS
AND ANSWERS FOR STUDENTS. ILLUSTRATIONS,
DIAGRAMS, A PRETEST, AND A POSTTEST ARE
INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF
RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS
VT 013 163-VT 013 189, AND PART OF A SERIES
OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 173

MACHINE SHOP COURSE. BOOK 10: BENCH TOOLS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 118P.

DESCRIPTORS - *TRADE AND INDUSTRIAL
EDUCATION; *HAND TOOLS; INDUSTRIAL ARTS;
STUDY GUIDES; *WORKBOOKS; METALS;
*MACHINISTS; MACHINE TOOL OPERATORS; TESTS;
*INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK ON BENCH TOOLS FOR A BASIC MACHINE
SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER
DEVELOPMENT AND TRAINING ACT OF 1962. THE

CONTENTS ARE PRESENTED IN A VERY SIMPLE
PROGRAMED FORMAT PROVIDING QUESTIONS AND
ANSWERS FOR STUDENTS. ILLUSTRATIONS,
DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC
CONCEPTS, A PRETEST, AND A POSTTEST ARE
INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF
RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS
VT 013 163-VT 013 189, AND PART OF A SERIES
OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 174

MACHINE SHOP COURSE. BOOK 11: THE MICROMETER
CALIPER.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 113P.

DESCRIPTORS - *TRADE AND INDUSTRIAL
EDUCATION; INDUSTRIAL ARTS; *MEASUREMENT
INSTRUMENTS; STUDY GUIDES; *WORKBOOKS;
METALS; *MACHINISTS; MACHINE TOOL OPERATORS;
TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK ON THE MICROMETER CALIPER FOR A
BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER
THE MANPOWER DEVELOPMENT AND TRAINING ACT OF
1962. THE CONTENTS ARE PRESENTED IN A VERY
SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS
AND ANSWERS FOR STUDENTS. ILLUSTRATIONS,
DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC
CONCEPTS, A PRETEST, AND A POSTTEST ARE
INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF
RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS
VT 013 163-VT 013 189, AND PART OF A SERIES
OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 175

MACHINE SHOP COURSE. BOOK 12: USE OF THE
OPERATION SHEET.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 63P.

DESCRIPTORS - *TRADE AND INDUSTRIAL
EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES;
*WORKBOOKS; METALS; *MACHINISTS; *MACHINE
TOOL OPERATORS; TESTS; *INSTRUCTIONAL
MATERIALS; WORKSHEETS
IDENTIFIERS - MANPOWER DEVELOPMENT AND
TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND
WORKBOOK ON USE OF THE OPERATION SHEET FOR A
BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER
THE MANPOWER DEVELOPMENT AND TRAINING ACT OF
1962. THE CONTENTS ARE PRESENTED IN A VERY
SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS
AND ANSWERS FOR STUDENTS. ILLUSTRATIONS,
DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC
CONCEPTS, A PRETEST, AND A POSTTEST ARE
INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF
RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS
VT 013 163-VT 013 189, AND PART OF A SERIES
OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 176

MACHINE SHOP COURSE. BOOK 13: SCREW THREAD TERMS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 82P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON SCREW THREAD TERMS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 177

MACHINE SHOP COURSE. BOOK 14: TAPS, DIES, AND REAMERS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 76P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *HAND TOOLS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; *INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON TAPS, DIES, AND REAMERS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF REMEDIAL MATERIALS. (GEB)

VT 013 178

MACHINE SHOP COURSE. BOOK 15: THE DRILL PRESS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 120P.

DESCRIPTORS - *TRADE AND INDUSTRIAL

EDUCATION; *MACHINE TOOLS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE DRILL PRESS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF REMEDIAL MATERIALS. (GEB)

VT 013 179

MACHINE SHOP COURSE. BOOK 15A: THE ENGINE LATHE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 136P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *MACHINE TOOLS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE ENGINE LATHE FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS AND DIAGRAMS ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 180

MACHINE SHOP COURSE. BOOK 15B: THE ENGINE LATHE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 65P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; *MACHINE TOOLS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE ENGINE LATHE FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE

MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS AND DIAGRAMS ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 181

MACHINE SHOP COURSE. BOOK 16: DRILL PRESS SAFETY REGULATIONS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 40P.

DESCRIPTORS - *TRACE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; MACHINISTS; *SCHOOL SAFETY; MACHINE TOOL OPERATORS; *MACHINE TOOLS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON DRILL PRESS SAFETY REGULATIONS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 182

MACHINE SHOP COURSE. BOOK 17: THE ENGINE LATHE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 152P.

DESCRIPTORS - *TRACE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS; MATHEMATICS; *MACHINE TOOLS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE ENGINE LATHE FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 183

MACHINE SHOP COURSE. BOOK 18: SHOP MATH REVIEW.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 80P.

DESCRIPTORS - *TRACE AND INDUSTRIAL EDUCATION; *MATHEMATICS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON SHOP MATH REVIEW FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 184

MACHINE SHOP COURSE. BOOK 19: ENGINE LATHE SAFETY REGULATIONS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 54P.

DESCRIPTORS - *MACHINE TOOLS; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *SCHOOL SAFETY; *WORKBOOKS; *METALS; MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON ENGINE LATHE SAFETY REGULATIONS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 185

MACHINE SHOP COURSE. BOOK 20: FEEDS AND SPEEDS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 92P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MATHEMATICS; CALCULATION; *MACHINE TOOLS; *WORKBOOKS; INDUSTRIAL ARTS; STUDY GUIDES; METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
 IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON FEEDS AND SPEEDS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 186
 MACHINE SHOP COURSE. BOOK 21: SHOP MATH REVIEW.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
 DEPARTMENT OF LABOR, WASHINGTON, D.C.
 YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
 MF AVAILABLE IN VT-ERIC SET.
 PUB DATE - ND 52P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *MATHEMATICS; *REVIEW (REEXAMINATION); *WORKBOOKS; *METALS; MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
 IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON SHOP MATH REVIEW FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 187
 MACHINE SHOP COURSE. BOOK 22: VERNIER CALIPER.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
 DEPARTMENT OF LABOR, WASHINGTON, D.C.
 YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
 MF AVAILABLE IN VT-ERIC SET.
 PUB DATE - ND 64P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MEASUREMENT INSTRUMENTS; HAND TOOLS; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
 IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON VERNIER CALIPERS FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 188
 MACHINE SHOP COURSE. BOOK 23: MILLING MACHINE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
 DEPARTMENT OF LABOR, WASHINGTON, D.C.
 YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
 MF AVAILABLE IN VT-ERIC SET.
 PUB DATE - NC 108P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; *MACHINE TOOLS; TESTS; INSTRUCTIONAL MATERIALS
 IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON MILLING MACHINES FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 189
 MACHINE SHOP COURSE. BOOK 24: THE SURFACE GRINDER.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
 DEPARTMENT OF LABOR, WASHINGTON, D.C.
 YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
 MF AVAILABLE IN VT-ERIC SET.
 PUB DATE - ND 71P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *MACHINE TOOLS; STUDY GUIDES; *WORKBOOKS; *METALS; *MACHINISTS; MACHINE TOOL OPERATORS; TESTS; INSTRUCTIONAL MATERIALS
 IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK ON THE SURFACE GRINDER FOR A BASIC MACHINE SHOP COURSE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PANEL BOOK TO CLARIFY BASIC

CONCEPTS, A PRETEST, AND A POSTTEST ARE INCLUDED. THIS DOCUMENT IS ONE OF A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 163-VT 013 189, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS. (GEB)

VT 013 192

APPLEGATE, RONALD, AND OTHERS
METHODS OF TEACHING DISTRIBUTIVE EDUCATION.

DELAWARE STATE CCLL., DOVER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 75P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*TRANSPARENCIES; *TEACHING METHODS; *RESOURCE
MATERIALS; *INSTRUCTIONAL AIDS; TEACHER
EDUCATION; MANUALS; INSTRUCTIONAL MATERIALS;
METHODS COURSES; OVERHEAD PROJECTORS

ABSTRACT - DEVELOPED BY DISTRIBUTIVE
EDUCATION INTERNS FOR USE IN METHCCS COURSES,
THIS DOCUMENT PRESENTS A COLLECTION OF
TRANSPARENCY MASTERS ON TEACHING METHCCS.
BASED ON THE CHARACTERS OF THE COMIC STRIP,
PEANUTS, TRANSPARENCIES ARE INCLUDED ON THE
LECTURE METHCC, THE DISCUSSION METHCC, THE
PROBLEM-SOLVING METHOD, AND THE UNIT METHOD.
(JS)

VT 013 202

INDUSTRIAL EDUCATION MATERIALS GUIDE.

FLORIDA STATE DEPT. OF EDUCATION,
TALLAHASSEE, DIV. OF VOCATIONAL, TECHNICAL
AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - FEB 69 164P.

DESCRIPTORS - *TRADE AND INDUSTRIAL
EDUCATION; *RESOURCE MATERIALS;
*INSTRUCTIONAL MATERIALS; *MANUALS;
*AUDIOVISUAL AIDS; INSTRUCTIONAL FILMS;
INSTRUCTIONAL AIDS; COMMERCIAL ART;
CONSTRUCTION INDUSTRY; DRAFTING; GRAPHIC
ARTS; TOOL AND DIE MAKERS

ABSTRACT - DEVELOPED BY THE INDUSTRIAL
EDUCATION SECTION OF THE FLORIDA STATE
DEPARTMENT OF EDUCATION, THIS RESOURCE GUIDE
WAS PREPARED FOR INDUSTRIAL EDUCATION
INSTRUCTORS AND OTHER INTERESTED EDUCATORS.
THE GUIDE IS A COMPOSITE SOURCE OF
AUDIOVISUAL AIDS ON SUBJECTS SUCH AS (1) AIR
CONDITIONING, (2) BLUEPRINT READING, (3)
COMMERCIAL ART, (4) DRAFTING, (5)
CONSTRUCTION--ELECTRICITY, (6) MACHINERY
REPAIR, (7) GRAPHIC ARTS, (8) TILE SETTING,
AND (9) TOOL AND DIE MAKING. AUDIOVISUAL AIDS
FOR WHICH SOURCES ARE PROVIDED INCLUDE
CHARTS, FILMS, BOOKLETS, BOOKS, MANUALS, AND
PAMPHLETS. THIS GUIDE WILL BE UPDATED
PERIODICALLY. (JS)

VT 013 208

BASIC TRAINING PROGRAM FOR EMERGENCY MEDICAL
TECHNICIANS--AMBULANCE. CONCEPTS AND
RECOMMENDATIONS.

DUNLAP AND ASSOCIATES, INC., DARIEN, CONN.
DEPARTMENT OF TRANSPORTATION, WASHINGTON,
D.C. NATIONAL HIGHWAY SAFETY BUREAU

MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(TC2.208:EM3, \$1.35).
PUB DATE - OCT 69 51P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION;
*PROGRAM GUIDES; *EMERGENCY SQUAD PERSONNEL;
*EDUCATIONAL OBJECTIVES; *PROGRAM
DEVELOPMENT; SERVICE OCCUPATIONS; EDUCATIONAL
PROGRAMS; INSTRUCTIONAL MATERIALS;
FUNDAMENTAL CONCEPTS; COURSE CONTENT

ABSTRACT - PREPARED FOR THE NATIONAL HIGHWAY
SAFETY BUREAU, THIS PROGRAM WAS DEVELOPED FOR
USE IN TRAINING AMBULANCE PERSONNEL. THE
DEVELOPMENT OF SUCH A TRAINING COURSE IS A
NECESSARY FIRST STEP IN AN EXTENDED PROGRAM
TO INCREASE THE COMPETENCE AND
PROFESSIONALISM OF ALL AMBULANCE PERSONNEL.
THE COURSE OBJECTIVE IS TO DEVELOP OR UP-
GRADE THE SKILL LEVELS OF ALL INDIVIDUALS
INVOLVED IN PROVIDING EMERGENCY MEDICAL CARE
SERVICES. THE COURSE ENCOMPASSES THE
KNOWLEDGE AND SKILLS REQUIRED TO PERFORM ALL
EMERGENCY CARE PROCEDURES SHORT OF THOSE
RENDERED BY PHYSICIANS OR BY PARAMEDICAL
PERSONNEL UNDER THE DIRECT SUPERVISION OF A
PHYSICIAN. INFORMATION FOUND IN THIS MANUAL
INCLUDES (1) EMERGENCY MEDICAL TECHNICIAN
CONCEPT, (2) BASIC TRAINING COURSE
DEVELOPMENT, (3) REQUIREMENTS FOR A TRAINING
PROGRAM IN EMERGENCY MEDICAL CARE, AND (4)
RECOMMENDATIONS FOR TRAINING COURSE
DEVELOPMENT. ALSO INCLUDED ARE COURSE AND
LESSON OBJECTIVES. RELATED DOCUMENTS ARE
AVAILABLE AS VT 011 735 AND VT 013 210, BOTH
IN THIS ISSUE. (AUTHOR/JS)

VT 013 210

BASIC TRAINING PROGRAM FOR EMERGENCY MEDICAL
TECHNICIAN--AMBULANCE. INSTRUCTOR'S LESSON
PLANS.

DUNLAP AND ASSOCIATES, INC., DARIEN, CONN.
DEPARTMENT OF TRANSPORTATION, WASHINGTON,
D.C. NATIONAL HIGHWAY SAFETY BUREAU
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(TC2.208:EM3/3, \$2.50).
PUB DATE - FEB 70 244P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION;
*EMERGENCY SQUAD PERSONNEL; *TEACHING GUIDES;
*TEACHING TECHNIQUES; *LESSON PLANS; COURSE
CONTENT; SERVICE OCCUPATIONS; INSTRUCTIONAL
MATERIALS; EDUCATIONAL OBJECTIVES; STUDENT
EVALUATION; RESOURCE MATERIALS

ABSTRACT - PREPARED FOR THE NATIONAL HIGHWAY
SAFETY BUREAU, THESE LESSON PLANS WERE
DEVELOPED FOR USE IN A BASIC TRAINING PROGRAM
FOR AMBULANCE PERSONNEL. THE COURSE OBJECTIVE
IS TO DEVELOP OR UP-GRADE THE SKILL LEVELS OF
ALL INDIVIDUALS INVOLVED IN PROVIDING
EMERGENCY MEDICAL CARE SERVICES. LESSON PLANS
FOR 25 TOPICS INCLUDE: (1) AIRWAY
OBSTRUCTIONS AND PULMONARY ARREST, (2)
CARDIAC ARREST, (3) WOUNDS, (4) FRACTURES OF
UPPER EXTREMITY, (5) MEDICAL EMERGENCIES I
AND II, AND (6) A FINAL WRITTEN TEST. ALSO
INCLUDED ARE (1) INSTRUCTIONS FOR THE
TEACHER, (2) REFERENCES, (3) OBJECTIVES, AND

(4) A LIST OF NEEDED MATERIALS AND EQUIPMENT. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 735 AND VT 013 208, BOTH IN THIS ISSUE. (ALTCR/JS)

VT 013 215

PHIPPS, LLOYD J., AND OTHERS
EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT I--1, 2, 3, AND 4.

ILLINOIS UNIV., URBANA. DIV. OF AGRICULTURAL EDUCATION.

ILLINOIS PRODUCTION CREDIT ASSOCIATIONS
FEDERAL INTERMEDIATE CREDIT BANK OF ST. LOUIS, ILL.

MF AVAILABLE IN VT-ERIC SET.

AGRICULTURAL EDUCATION DIVISION, VOCATIONAL AND TECHNICAL EDUCATION DEPT., COLLEGE OF EDUCATION, UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN, URBANA, ILLINOIS 61801.

PUB DATE - 70 38P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*AGRICULTURAL PRODUCTION; *TEACHING GUIDES;
*CREDIT (FINANCE); *FARM MANAGEMENT; FARM ACCOUNTS; RECORDS (FORMS); FINANCIAL SERVICES; INSTRUCTIONAL MATERIALS;
BIBLIOGRAPHIC CITATIONS

ABSTRACT - INTENDED FOR PERSONS RESPONSIBLE FOR CONDUCTING SYSTEMATIC PROGRAMS OF EDUCATION RELATING TO CREDIT FOR AGRICULTURAL PRODUCTION, THIS TEACHING GUIDE IS ONE IN A SERIES RESULTING FROM A COMPREHENSIVE RESEARCH PROJECT BEING CONDUCTED BY THE AGRICULTURAL EDUCATION DIVISION AT THE UNIVERSITY OF ILLINOIS. UNITS ARE: (1) INVENTORYING RESOURCES OF THE FARM BUSINESS, (2) RECORDING FARM BUSINESS RECEIPTS, EXPENSES, AND PRODUCTION, (3) ANALYZING FARM BUSINESS RECORDS AND INTERPRETING RESULTS, AND (4) PREPARING AND INTERPRETING A PROFIT AND LOSS STATEMENT. CONTENT IS PRESENTED AS ANTICIPATED PROBLEMS AND CONCERNS IN QUESTION FORM WITH ACCOMPANYING TEACHING TECHNIQUES AND SOLUTION GUIDES FOR EACH OF THE PROBLEM AREAS. TEACHING OBJECTIVES AND SUGGESTED INTEREST APPROACHES ARE INCLUDED. OTHER RELATED TEACHING SOURCE UNITS ARE AVAILABLE IN THIS ISSUE AS VT 013 216, VT 013 217, AND VT 013 218. (GB)

VT 013 216

PHIPPS, LLOYD J.; MCGREW, C. EUGENE
EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT II--1, 2, 3, AND 4.

ILLINOIS UNIV., URBANA. DIV. OF AGRICULTURAL EDUCATION.

ILLINOIS PRODUCTION CREDIT ASSOCIATIONS
FEDERAL INTERMEDIATE CREDIT BANK OF ST. LOUIS, ILL.

MF AVAILABLE IN VT-ERIC SET.

AGRICULTURAL EDUCATION DIVISION, VOCATIONAL AND TECHNICAL EDUCATION DEPT., UNIVERSITY OF ILLINOIS, 357 EDUCATION BUILDING, URBANA, ILLINOIS 61801.

PUB DATE - 69 47P.

DESCRIPTORS - *AGRICULTURAL PRODUCTION;
*AGRICULTURAL EDUCATION; *TEACHING GUIDES;

*CREDIT (FINANCE); *FARM MANAGEMENT;
INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIC CITATIONS; LIVESTOCK

ABSTRACT - INTENDED FOR PERSONS RESPONSIBLE FOR CONDUCTING SYSTEMATIC PROGRAMS OF EDUCATION RELATING TO CREDIT FOR AGRICULTURAL PRODUCTION, THIS TEACHING GUIDE IS ONE IN A SERIES RESULTING FROM A COMPREHENSIVE RESEARCH PROJECT BEING CONDUCTED BY THE AGRICULTURAL EDUCATION DIVISION AT THE UNIVERSITY OF ILLINOIS. UNITS ARE: (1) PLANNING PROFITABLE CROPPING SYSTEMS TO USE CREDIT EFFECTIVELY, (2) PLANNING PROFITABLE LIVESTOCK ENTERPRISES FOR EFFECTIVE USE OF CREDIT, (3) DETERMINING THE PROFITABILITY OF BORROWING MONEY TO INCREASE VOLUME OF LIVESTOCK ENTERPRISES, AND (4) DETERMINING THE PROFITABILITY OF BORROWING MONEY TO BUY OR RENT FARMLAND. CONTENT IS PRESENTED AS ANTICIPATED PROBLEMS AND CONCERNS IN QUESTION FORM WITH ACCOMPANYING TEACHING TECHNIQUES AND SOLUTION GUIDES FOR EACH OF THE PROBLEM AREAS. TEACHING OBJECTIVES AND SUGGESTED INTEREST APPROACHES ARE INCLUDED. OTHER RELATED TEACHING SOURCE UNITS ARE AVAILABLE IN THIS ISSUE AS VT 013 215, VT 013 217, AND VT 013 218. (GB)

VT 013 217

FULLER, GERALD R., AND OTHERS
EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT III--1, 2, 3, AND 4.

ILLINOIS UNIV., URBANA. DIV. OF AGRICULTURAL EDUCATION.

ILLINOIS PRODUCTION CREDIT ASSOCIATIONS
FEDERAL INTERMEDIATE CREDIT BANK OF ST. LOUIS, ILL.

MF AVAILABLE IN VT-ERIC SET.

AGRICULTURAL EDUCATION DIVISION, VOCATIONAL AND TECHNICAL EDUCATION DEPT., UNIVERSITY OF ILLINOIS, 357 EDUCATION BUILDING, URBANA, ILLINOIS 61801.

PUB DATE - ND 31P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*AGRICULTURAL PRODUCTION; *TEACHING GUIDES;
*CREDIT (FINANCE); *FARM MANAGEMENT;
INSTRUCTIONAL MATERIALS; AGRICULTURAL MACHINERY; BUILDINGS; BIBLIOGRAPHIC CITATIONS

ABSTRACT - INTENDED FOR PERSONS RESPONSIBLE FOR CONDUCTING SYSTEMATIC PROGRAMS OF EDUCATION RELATING TO CREDIT FOR AGRICULTURAL PRODUCTION, THIS TEACHING GUIDE IS ONE IN A SERIES RESULTING FROM A COMPREHENSIVE RESEARCH PROJECT BEING CONDUCTED BY THE AGRICULTURAL EDUCATION DIVISION AT THE UNIVERSITY OF ILLINOIS. UNITS ARE: (1) ESTIMATING THE COST AND RETURNS OF FARM MACHINERY AND EQUIPMENT, (2) DETERMINING THE PROFITABILITY OF BORROWING MONEY TO PURCHASE FARM MACHINERY AND EQUIPMENT, (3) ESTIMATING THE COST AND RETURNS OF FARM BUILDINGS, AND (4) DETERMINING THE PROFITABILITY OF BORROWING MONEY TO CONSTRUCT NEW OR REMODEL EXISTING FARM BUILDINGS. CONTENT IS PRESENTED AS ANTICIPATED PROBLEMS AND CONCERNS IN QUESTION FORM WITH ACCOMPANYING TEACHING TECHNIQUES AND SOLUTION GUIDES FOR EACH OF THE PROBLEM AREAS. TEACHING OBJECTIVES AND SUGGESTED INTEREST APPROACHES ARE INCLUDED.

OTHER RELATED TEACHING SOURCE UNITS ARE AVAILABLE IN THIS ISSUE AS VT 013 215, VT 013 216, AND VT 013 218. (GB)

VT 013 218

FULLER, GERALD R., AND OTHERS
EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT IV--1, 2, 3, 4, 5, AND 6.

ILLINOIS UNIV., URBANA. DIV. OF AGRICULTURAL EDUCATION.

ILLINOIS PRODUCTION CREDIT ASSOCIATION
FEDERAL INTERMEDIATE CREDIT BANK OF ST. LOUIS, ILL.

MF AVAILABLE IN VT-ERIC SET.

AGRICULTURAL EDUCATION DIVISION, VOCATIONAL AND TECHNICAL EDUCATION DEPARTMENT,
UNIVERSITY OF ILLINOIS, 357 EDUCATION BUILDING, URBANA, ILLINOIS 61801.
PUB DATE - 67 60P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*AGRICULTURAL PRODUCTION; *TEACHING GUIDES;
*CREDIT (FINANCE); *FARM MANAGEMENT; FARM ACCOUNTS; RECORDS (FORMS); INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIC CITATIONS; BUDGETS; BUDGETING

ABSTRACT - INTENDED FOR PERSONS RESPONSIBLE FOR CONDUCTING SYSTEMATIC PROGRAMS OF EDUCATION RELATING TO CREDIT FOR AGRICULTURAL PRODUCTION, THIS TEACHING GUIDE IS ONE IN A SERIES RESULTING FROM A COMPREHENSIVE RESEARCH PROJECT BEING CONDUCTED BY THE AGRICULTURAL EDUCATION DIVISION AT THE UNIVERSITY OF ILLINOIS. UNITS ARE: (1) PLANNING WHERE TO INVEST DOLLARS IN THE FARM BUSINESS TO OBTAIN HIGHEST RETURNS, (2) PREPARING TO SEEK CREDIT FOR AGRICULTURAL PRODUCTION, (3) PREPARING AN ANNUAL FARM OPERATING BUDGET, (4) PREPARING A FARM BUSINESS AND FAMILY LIVING CASH-FLOW BUDGET, (5) PROVIDING FOR SUFFICIENT MONEY TO MEET EMERGENCY BUSINESS AND FAMILY NEEDS, AND (6) DETERMINING A REPAYMENT PLAN FOR THE AGRICULTURAL PRODUCTION CREDIT OBTAINED. CONTENT IS PRESENTED AS ANTICIPATED PROBLEMS AND CONCERNS IN QUESTION FORM WITH ACCOMPANYING TEACHING TECHNIQUES AND SOLUTION GUIDES FOR EACH OF THE PROBLEM AREAS. TEACHING OBJECTIVES AND SUGGESTED INTEREST APPROACHES ARE INCLUDED. OTHER RELATED TEACHING SOURCE UNITS ARE AVAILABLE IN THIS ISSUE AS VT 013 215, VT 013 216, AND VT 013 217. (GB)

VT 013 236

REMEDIAL READING. BOOK 1: CAREFUL READING.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 67P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS;
*CORRECTIVE READING; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL

MATERIALS; SPELLING INSTRUCTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, CAREFUL READING, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 1 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 237

REMEDIAL READING. BOOK 2: MORE CAREFUL READING.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 57P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS;
*CORRECTIVE READING; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; SPELLING INSTRUCTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, MORE CAREFUL READING, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 2 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 238

REMEDIAL READING. BOOK 3: ALL--SCHE--NONE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 41P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS;
*CORRECTIVE READING; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; SPELLING INSTRUCTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, ALL--SOME--NONE, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 3 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 239
REMEDIAL READING. BOOK 4: BOTH--EITHER--NEITHER.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 60P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS; *CORRECTIVE READING; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; SPELLING INSTRUCTION IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, BOTH--EITHER--NEITHER, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 4 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 240
REMEDIAL READING. BOOK 5: WHAT GOES WHERE?

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 37P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS; *CORRECTIVE READING; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; SPELLING INSTRUCTION IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, WHAT GOES WHERE, WAS DEVELOPED FOR

A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 5 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 241
REMEDIAL READING. BOOK 6: WHAT GOES WHERE?

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 51P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS; *CORRECTIVE READING; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; SPELLING INSTRUCTION IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, WHAT GOES WHERE, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 6 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 242
REMEDIAL READING. BOOK 7: WHAT GOES WHERE?

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 62P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS; *CORRECTIVE READING; VOCATIONAL EDUCATION; READING IMPROVEMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; SPELLING INSTRUCTION IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, WHAT GOES WHERE, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS,

DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 7 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 243
REMEDIAL READING. BOOK 8: USING THE DICTIONARY, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 78P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *WORD STUDY SKILLS; *TESTS; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; CORRECTIVE READING; SPELLING INSTRUCTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, USING THE DICTIONARY, PART I, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 8 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 244
REMEDIAL READING. BOOK 9: USING THE DICTIONARY, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 45P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *WORD STUDY SKILLS; *TESTS; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; SPELLING INSTRUCTION; CORRECTIVE READING
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, USING THE DICTIONARY, PART II, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS, INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A

SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 9 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 245
REMEDIAL READING. BOOK 10: BREAKING DOWN SENTENCES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 43P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS; *SENTENCE STRUCTURE; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; INSTRUCTIONAL MATERIALS; CORRECTIVE READING; SPELLING INSTRUCTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, BREAKING DOWN SENTENCES, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 10 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 246
REMEDIAL READING. BOOK 11: BREAKING DOWN WORDS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 98P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *WORD STUDY SKILLS; *TESTS; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; CORRECTIVE READING; SPELLING INSTRUCTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, BREAKING DOWN WORDS, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO

INCLUDED. THIS DOCUMENT, BOOK NUMBER 11 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 247

REMEDIAL READING. BOOK 12: BREAKING DOWN WORDS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 93P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; INDIVIDUALIZED READING; *WORD STUDY SKILLS; *TESTS; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; SENTENCE STRUCTURE; CORRECTIVE READING; SPELLING INSTRUCTION; INSTRUCTIONAL MATERIALS
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, BREAKING DOWN WORDS, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 12 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 248

REMEDIAL READING. BOOK 13: APPLICATION BLANKS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 92P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; CORRECTIVE READING; SPELLING INSTRUCTION; *JOB APPLICATION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, APPLICATION BLANKS, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO

INCLUDED. THIS DOCUMENT, BOOK NUMBER 13 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 249

REMEDIAL READING. BOOK 14: WORD ATTACK, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 115P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *WORD STUDY SKILLS; *TESTS; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; SPELLING INSTRUCTION; CORRECTIVE READING
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, WORD ATTACK, PART I, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 14 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 250

REMEDIAL READING. BOOK 15: WORD ATTACK, PART 2.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 121P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *WORD STUDY SKILLS; *TESTS; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; CORRECTIVE READING; SPELLING INSTRUCTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, WORD ATTACK, PART II, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 15 OF

18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 251
REMEDIAL READING. BOOK 16: PRONOUNCING HARD WORDS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 125P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *PRONUNCIATION INSTRUCTION; *READING IMPROVEMENT; *TESTS; VOCATIONAL EDUCATION; READING DEVELOPMENT; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; CORRECTIVE READING; SPELLING INSTRUCTION
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, PRONOUNCING HARD WORDS, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 16 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 252
REMEDIAL READING. BOOK 17: PRONOUNCING HARD WORDS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 174P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *PRONUNCIATION INSTRUCTION; *READING IMPROVEMENT; *TESTS; VOCATIONAL EDUCATION; READING DEVELOPMENT; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; SPELLING INSTRUCTION; CORRECTIVE READING
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, PRONOUNCING HARD WORDS, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 17 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS

AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 253
REMEDIAL READING. BOOK 18: SPELLING HARD WORDS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 89P.

DESCRIPTORS - *REMEDIAL READING; *STUDY GUIDES; *READING IMPROVEMENT; *TESTS; *SPELLING INSTRUCTION; VOCATIONAL EDUCATION; READING DEVELOPMENT; PRONUNCIATION INSTRUCTION; WORKBOOKS; DEVELOPMENTAL READING; INDIVIDUALIZED READING; WORD STUDY SKILLS; SENTENCE STRUCTURE; INSTRUCTIONAL MATERIALS; CORRECTIVE READING
IDENTIFIERS - MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK, SPELLING HARD WORDS, WAS DEVELOPED FOR A REMEDIAL READING COURSE UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962 BY BASIC SYSTEMS INC. THE CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT WITH QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRETEST, AND A POSTTEST ARE INCLUDED. FOR BOOKS 12-18, A SCRIPT FOR USE BY THE INSTRUCTOR IS ALSO INCLUDED. THIS DOCUMENT, BOOK NUMBER 18 OF 18, IS ONE OF A SET OF RELATED DOCUMENTS AVAILABLE AS VT 013 236-VT 013 253 (ALL IN THIS ISSUE). (JS)

VT 013 263
MATTSON, EDWARD; THOMAS, PAUL
PERSONAL SUCCESS. UNIT I, SECOND YEAR SERIES.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 29P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *TEACHING GUIDES; *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; TEACHING TECHNIQUES; ASSIGNMENTS; *UNITS OF STUDY (SUBJECT FIELDS); *CAREER PLANNING; CURRICULUM DEVELOPMENT; VOCABULARY

ABSTRACT - PREPARED BY DISTRIBUTIVE EDUCATION COORDINATORS, THIS TEACHING GUIDE IS TO BE USED IN TEACHING A 1-WEEK UNIT ON PERSONAL SUCCESS. RECOMMENDED FOR USE AT THE BEGINNING OF THE YEAR, THIS UNIT GUIDE IS PRIMARILY CONCERNED WITH THE (1) STUDY OF SELECTING A CAREER GOAL, (2) ACHIEVING THE CAREER GOAL THROUGH CONTINUED EDUCATION AND TRAINING, AND (3) ADVANCING IN ONE'S PRESENT OCCUPATION ACCORDING TO INDIVIDUAL TALENTS AND INITIATIVE. ATTENTION IS ALSO GIVEN TO THE STUDY OF BASIC NEEDS, DESIRES, AND MOTIVATIONS WHICH DIRECT HUMAN BEHAVIOR. THIS UNIT ON PERSONAL SUCCESS IS THE FIRST IN A SERIES OF FIVE UNITS WHICH COMPRISE THE CURRICULUM FOR COOPERATIVE DISTRIBUTIVE EDUCATION II AND PROJECT DISTRIBUTIVE EDUCATION III PROGRAMS. UNITS II, III, AND IV OF THIS SERIES ARE AVAILABLE IN THIS ISSUE AS VT 013 264-VT 013 266. UNIT V IS NOT

AVAILABLE. (AUTHOR/JS)

VT 013 264

MATTSON, EDWARD, AND OTHERS
MERCHANDISING II. UNIT II, SECOND YEAR
SERIES.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 143P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*MERCHANDISING; *TEACHING GUIDES;
*INSTRUCTIONAL MATERIALS; *UNITS OF STUDY
(SUBJECT FIELDS); TEACHING TECHNIQUES;
RESOURCE MATERIALS; ASSIGNMENTS; CURRICULUM
DEVELOPMENT; VOCABULARY

ABSTRACT - PREPARED BY DISTRIBUTIVE EDUCATION COORDINATORS, THIS TEACHING GUIDE IS TO BE USED IN PRESENTING A 13-WEEK UNIT ON MERCHANDISING. THIS UNIT IS THE SECOND IN A SERIES OF FIVE UNITS WHICH COMPRISE THE CURRICULUM FOR COOPERATIVE DISTRIBUTIVE EDUCATION II AND PROJECT DISTRIBUTIVE EDUCATION III PROGRAMS. IT IS HOPE THE UNIT WILL HELP CREATE A BROADER UNDERSTANDING OF THE ACTIVITIES INHERENT IN THE MERCHANDISING PROCESS, DEVELOP AN AWARENESS OF THE INTER-RELATIONSHIPS OF THESE PROCESSES, AND STRENGTHEN THE COMPETENCY AND PROFICIENCY OF THE STUDENT IN PERFORMING MERCHANDISING ACTIVITIES. SPECIFICALLY THE UNIT INCLUDES FOUR SECTIONS ON (1) BUYING, (2) SALES PROMOTION, (3) THE ART OF SELLING, AND (4) CONSUMER CREDIT. ALSO INCLUDED ARE SUGGESTED TEACHING TECHNIQUES, STUDENT ASSIGNMENTS, AND REFERENCES. RELATED DOCUMENTS ARE AVAILABLE IN THIS ISSUE AS VT 013 263, VT 013 265, AND VT 013 266. UNIT V IS NOT AVAILABLE. (AUTHOR/JS)

VT 013 265

GENTRY, FRANK; KRAEMER, CHARLES
ORGANIZATION, LAYOUT, FINANCE. UNIT III,
SECOND YEAR SERIES.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 84P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*ORGANIZATION; *TEACHING GUIDES;
*INSTRUCTIONAL MATERIALS; *UNITS OF STUDY
(SUBJECT FIELDS); TEACHING TECHNIQUES;
RESOURCE MATERIALS; ASSIGNMENTS; CURRICULUM
DEVELOPMENT; VOCABULARY; EDUCATIONAL
OBJECTIVES

ABSTRACT - PREPARED BY DISTRIBUTIVE EDUCATION COORDINATORS, THIS TEACHING GUIDE IS TO BE USED IN PRESENTING A 6-WEEK UNIT ON ORGANIZATION, LAYOUT, AND FINANCE. THIS UNIT IS THE THIRD IN A SERIES OF FIVE UNITS WHICH COMPRISE THE CURRICULUM FOR THE COOPERATIVE DISTRIBUTIVE EDUCATION II AND PROJECT DISTRIBUTIVE EDUCATION III PROGRAMS. ORGANIZED INTO THREE SECTIONS, THE UNIT PRESENTS INFORMATION ON (1) ORGANIZATIONAL STRUCTURE AND STAFFING, (2) STORE LAYOUT AND DESIGN, AND (3) FINANCIAL ACCOUNTING, BORROWING, AND INSURANCE. SUGGESTED TEACHING TECHNIQUES, STUDENT ASSIGNMENTS, REFERENCES, AND UNIT OBJECTIVES ARE INCLUDED IN EACH SECTION. RELATED DOCUMENTS ARE AVAILABLE IN

THIS ISSUE AS VT 013 263, VT 013 264, AND VT 013 266. UNIT V IS NOT AVAILABLE. (AUTHOR/JS)

VT 013 266

BUCKLIN, WALTER; MOSS, NATHAN
MARKETING IN OUR ECONOMY. UNIT IV, SECOND
YEAR SERIES.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 65P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*TEACHING GUIDES; *INSTRUCTIONAL MATERIALS;
*UNITS OF STUDY (SUBJECT FIELDS); CURRICULUM
DEVELOPMENT; RESOURCE MATERIALS; *MARKETING;
TEACHING TECHNIQUES; ASSIGNMENTS; VOCABULARY

ABSTRACT - PREPARED BY DISTRIBUTIVE EDUCATION COORDINATORS, THIS TEACHING GUIDE IS TO BE USED IN PRESENTING A 4-WEEK UNIT ON MARKETING IN OUR ECONOMY. THIS UNIT IS THE FOURTH IN A SERIES OF FIVE UNITS WHICH COMPRISE THE CURRICULUM FOR THE COOPERATIVE DISTRIBUTIVE EDUCATION II AND PROJECT DISTRIBUTIVE EDUCATION III PROGRAMS. THE UNIT IS DIVIDED INTO TWO SECTIONS ON ECONOMICS AND MARKETING AND INCLUDES TEACHING SUGGESTIONS, REFERENCES, STUDENT ASSIGNMENTS, AND A VOCABULARY SECTION. UNITS I-III ARE AVAILABLE IN THIS ISSUE AS VT 013 263-VT 013 265. UNIT V IS NOT AVAILABLE. (AUTHOR/JS)

VT 013 282

APPELATE, RONALD, AND OTHERS
ADVISORY COMMITTEES FOR DISTRIBUTIVE
EDUCATION.

DELAWARE STATE COLL., DOVER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NC 13P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*MANUALS; *ADVISORY COMMITTEES; *INSTRUCTOR
COORDINATORS; *GUIDELINES

ABSTRACT - DEVELOPED BY DISTRIBUTIVE EDUCATION INTERNS, THIS MANUAL PROVIDES GUIDELINES TO ALL INDIVIDUALS WHO WORK WITH LOCAL ADVISORY COMMITTEES. TOPICS COVERED INCLUDE: (1) TYPES OF ADVISORY COMMITTEES, (2) PURPOSES OF ADVISORY COMMITTEES, (3) INITIAL MEETING AGENDA, AND (4) SUGGESTED OUTLINE FOR A HANDBOOK FOR COMMITTEE MEMBERS. (JS)

VT 013 284

MASS PRODUCTION.

UTAH STATE UNIV., LOGAN.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 65 17P. REPORT ON UTAH STATE
UNIVERSITY EXTENSION CLASS AT WEST HIGH
SCHOOL, SALT LAKE CITY, UTAH, SEPTEMBER 23,
1965 TO DECEMBER 16, 1965.

DESCRIPTORS - *INDUSTRIAL ARTS; TRADE AND
INDUSTRIAL EDUCATION; SECONDARY SCHOOLS;
ADULT EDUCATION; *MASS PRODUCTION; SIMULATED
ENVIRONMENT; *SIMULATION; *MANUFACTURING;
INSTRUCTIONAL INNOVATION; *TEACHING GUIDES

ABSTRACT - REPORTED BY AN EXTENSION CLASS,

MADE UP OF TEN SECONDARY SCHOOL TEACHERS AT WEST HIGH SCHOOL OF SALT LAKE CITY, THIS DOCUMENT DESCRIBES THE METHODS USED TO DEMONSTRATE THE VALUE AND FUNCTIONS OF MASS PRODUCTION. IT IS WRITTEN TO BE USED AS A GUIDE FOR TEACHERS OF INDUSTRIAL ARTS IN TEACHING A UNIT ON MASS PRODUCTION. THE FOUR SECTIONS INCLUDED ARE: (1) INTRODUCTION, (2) ORGANIZING AND PRE-PRODUCTION PLANNING, (3) PRODUCTION, AND (4) REPORTS. EACH SECTION IS DESIGNED TO STIMULATE THOUGHT ON A PARTICULAR PHASE OF MANUFACTURING AND PROVIDE A STEP-BY-STEP ACCOUNT OF HOW A PRODUCT IS MASS PRODUCED USING A SIMULATED ORGANIZATION IN THE CLASS SETTING. (GEB)

VT 013 287

JACOBSON, JOHN; SINN, HAROLD
ELECTRONICS 1-4.

MILWAUKEE PUBLIC SCHOOLS, WIS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 65 87P.

DESCRIPTORS - *INDUSTRIAL ARTS; *ELECTRONICS;
*CURRICULUM GUIDES; *INSTRUCTIONAL MATERIALS;
SHOP CURRICULUM; ELECTRICITY; REFERENCE
MATERIALS; FILMS; FILMSTRIPS; BIBLIOGRAPHIES;
SCHOOL SAFETY; RESOURCE MATERIALS; SECONDARY
GRADES

ABSTRACT - PREPARED FOR THE MILWAUKEE PUBLIC SCHOOLS BY MEMBERS OF THE ELECTRICITY AND ELECTRONICS TEXTBOOK COMMITTEE, THIS CURRICULUM GUIDE SHOULD HELP TEACHERS SELECT, ORGANIZE, AND PRESENT A 4-SEMESTER COURSE IN ELECTRONICS. ELECTRONICS 1-2 IS DESIGNED FOR USE ONE PERIOD DAILY IN GRADE 10 AND CARRIES ONE-HALF CREDIT PER SEMESTER, AND ELECTRONICS 3-4 IS FOR THE SAME TIME PERIOD IN GRADE 11. BRIEF COURSE DESCRIPTIONS STATE THE OVERALL THEORY, PRACTICES, AND OBJECTIVES OF THE COURSES, A SECTION ON TOPICS INCLUDED IN SHOP EXPERIENCES LISTS THE THEORETICAL AND PRACTICE MATERIAL TO BE COVERED, AND AN OUTLINE OF THE SPECIFIC JOBS BREAKS THE COURSE CONTENT INTO UNITS TO BE COVERED, REFERENCES USED, FILMS AND FILMSTRIPS, JOBS, AND DEMONSTRATIONS ON A DETAILED BASIS. SAFETY RULES, A BIBLIOGRAPHY, A LIST OF FREE AND INEXPENSIVE MATERIALS, AND AIDS FOR THE INSTRUCTOR ARE ALSO INCLUDED. (GEB)

VT 013 289

NURSE ASSISTANT. A COURSE OF STUDY--
SECONDARY-POST-SECONDARY.

OKLAHOMA STATE DEPT. OF EDUCATION, OKLAHOMA
CITY.
MF AVAILABLE IN VT-ERIC SET.
CURRICULUM AND INSTRUCTIONAL MATERIALS
CENTER, STATE DEPARTMENT OF VOCATIONAL AND
TECHNICAL EDUCATION, 1515 WEST SIXTH AVE.,
STILLWATER, OKLAHOMA 74074 (\$10.00).
PLB DATE - 71 343P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION;
*CURRICULUM GUIDES; *NURSES AIDES; *HEALTH
OCCUPATIONS; *UNITS OF STUDY (SUBJECT
FIELDS); POST SECONDARY EDUCATION; SECONDARY
EDUCATION; AUDIOVISUAL AIDS; FILMS;
BIBLIOGRAPHIC CITATIONS

ABSTRACT - DEVELOPED BY A CURRICULUM MATERIALS CENTER OF A STATE DEPARTMENT OF EDUCATION, THIS COURSE OF STUDY IS INTENDED TO PREPARE STUDENTS AT THE SECONDARY AND POST-SECONDARY LEVEL TO SERVE AS ENTRY LEVEL NURSING ASSISTANTS UNDER THE SUPERVISION OF REGISTERED NURSES OR LICENSED PRACTICAL NURSES. SECTIONS ARE: (1) ORIENTATION OF THE NURSE ASSISTANT, (2) MEETING PATIENT'S BASIC NEEDS, (3) MEETING PATIENT'S PARTICULAR NEEDS, AND (4) MEETING PATIENT'S SPECIAL NEEDS. EACH INSTRUCTIONAL UNIT INCLUDES OBJECTIVES, SUGGESTED ACTIVITIES, INFORMATION SHEETS, JOB SHEETS, VISUAL AIDS, ADDITIONAL REFERENCES, TESTS, AND ANSWERS TO THE TESTS. A SELECTED BIBLIOGRAPHY AND A LISTING OF FILMS AND FILMSTRIPS ARE INCLUDED. (GB)

VT 013 296

A CURRICULUM GUIDE IN CONSUMER AND HOME MAKING
EDUCATION FOR HOME ECONOMICS.

NASHVILLE-DAVIDSON COUNTY METROPOLITAN PUBLIC
SCHOOLS, TENN.
MF AVAILABLE IN VT-ERIC SET.
METROPOLITAN PUBLIC SCHOOLS, 2601 BRANSFORD
AVENUE, NASHVILLE, TENNESSEE 37204 (\$6.00).
PUB DATE - ND 386P.

DESCRIPTORS - *HOMEMAKING EDUCATION;
*CONSUMER EDUCATION; *CURRICULUM GUIDES; HOME
ECONOMICS EDUCATION; SECONDARY GRADES; FOODS
INSTRUCTION; NUTRITION INSTRUCTION; CLOTHING
INSTRUCTION; TEXTILES INSTRUCTION; HUMAN
DEVELOPMENT; CHILD CARE; HOUSING; MANAGEMENT;
BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES

ABSTRACT - PREPARED BY A CURRICULUM WORKSHOP COMMITTEE, THIS CURRICULUM GUIDE IS DESIGNED FOR THE CONSUMER AND HOMEMAKING ASPECTS OF HOME ECONOMICS. THE 3-YEAR PROGRAM OF INSTRUCTION (GRADES 10, 11, AND 12) IS PLANNED FOR IN-DEPTH LEARNING IN THE AREAS OF FOODS AND NUTRITION, CLOTHING AND TEXTILES, HUMAN GROWTH AND DEVELOPMENT, AND HOUSING, WITH MANAGEMENT BEING EMPHASIZED IN ALL UNITS OF STUDY. THE UNITS ARE ORGANIZED BY GRADE LEVEL, AND EACH UNIT CONTAINS BEHAVIORAL OBJECTIVES, CONCEPTS AND GENERALIZATIONS, SUGGESTED LEARNING EXPERIENCES, REFERENCES, AND SUGGESTED TIME. SEVERAL MATERIALS FOR PLANNING A PLAY SCHOOL ARE APPENDED. (SB)

VT 013 344

THE DEVELOPMENT OF A TOTAL PROGRAM OF
EDUCATION FOR THE WORLD OF WORK. PART III,
FACILITIES AND EQUIPMENT GUIDE.

DELAWARE OCCUPATIONAL RESEARCH COORDINATING
UNIT, COVER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 5CP.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*MANUALS; *EDUCATIONAL FACILITIES;
*EDUCATIONAL EQUIPMENT; *PROGRAM PLANNING;
TECHNICAL EDUCATION; INDUSTRIAL ARTS;
OCCUPATIONAL CLUSTERS; PROGRAM DEVELOPMENT

ABSTRACT - DEVELOPED FOR USE AS AN EQUIPMENT
AND FURNITURE GUIDE, THIS MANUAL INCLUDES
RELATED INFORMATION CONCERNING SIX CLUSTERS
OF VOCATIONAL OCCUPATIONS, TECHNICAL

OCCUPATIONS, AND INDUSTRIAL ARTS. RECOMMENDED MACHINERY, PORTABLE EQUIPMENT, AND FURNITURE ARE INCLUDED FOR VARIOUS PROGRAMS SUCH AS: (1) DISTRIBUTIVE EDUCATION, (2) OFFICE OCCUPATIONS EDUCATION, (3) AGRICULTURE, (4) HEALTH OCCUPATIONS, (5) TRADE AND INDUSTRIAL, AND (6) HOME ECONOMICS. ALSO INCLUDED ARE RECOMMENDATIONS CONCERNING FACILITIES FOR THESE SIX CLUSTERS AND FOR INDUSTRIAL ARTS. COST INFORMATION IS NOT PROVIDED IN THE MANUAL. RELATED DOCUMENTS ARE AVAILABLE AS VT 007 470 (JAN FALL 1971) AND VT 013 343. (JS)

VT 013 345

SHEET METAL; PART THREE, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION. MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 (\$3.00).
PUB DATE - 7C 16CP.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; WORKBOOKS; *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *SHEET METAL WORKERS; SHEET METAL WORK; ADULT VOCATIONAL EDUCATION; METAL WORKING OCCUPATIONS; SKILLED OCCUPATIONS
IDENTIFIERS - CALIFORNIA

ABSTRACT - AN ADVISORY COMMITTEE OF EMPLOYERS AND EMPLOYEES IN THE SHEETMETAL TRADES AIDED IN DEVELOPING THIS SERIES OF WORKBOOKS FOR APPRENTICES ATTENDING SELECTED TRAINING CLASSES IN SHEET METAL. THIRD IN A SERIES, THIS WORKBOOK CONTAINS THE FOLLOWING MAJOR UNITS: (1) MATHEMATICS, (2) PATTERN DEVELOPMENT, (3) SHOP METHODS, (4) TOOLS AND EQUIPMENT, (5) MATERIALS, (6) WELDING, (7) RIGGING, AND (8) PLASTICS. THE UNITS INCLUDE SUBTOPICS, EACH CONTAINING STUDY GUIDES OR STUDY ASSIGNMENTS, PHOTOGRAPHS, LINE DRAWINGS, AND AN INSTRUCTIONAL MATERIALS LIST ARE INCLUDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 059 AND VT 011 060 (JAN WINTER 1970). (GEB)

VT 013 363

AERONAUTICAL SCIENCE COURSE OF STUDY.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
REDONDO UNION HIGH SCHOOL OF THE SOUTH BAY UNION HIGH SCHOOL DISTRICT, REDONDO BEACH, CALIF.
FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
GA-20-10
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (TC4.8:AE8, \$2.25).
PUB DATE - OCT69 227P.

DESCRIPTORS - *AEROSPACE TECHNOLOGY; *CURRICULUM GUIDES; *TEACHING GUIDES; *VOCATIONAL EDUCATION; CAREER OPPORTUNITIES; RESOURCE MATERIALS; DEMONSTRATIONS (EDUCATIONAL); SECONDARY GRADES; INSTRUCTIONAL MATERIALS; PROGRAM DEVELOPMENT

ABSTRACT - DEVELOPED BY THE CALIFORNIA STATE DEPARTMENT OF EDUCATION IN COOPERATION WITH REDONDO UNION HIGH SCHOOL AND WITH THE ASSISTANCE OF THE AEROSPACE EDUCATION ADVISORY COMMITTEE, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING AERONAUTICAL SCIENCE. SPECIFIC REASONS FOR THE DEVELOPMENT OF THESE MATERIALS ARE THAT THERE IS AN INCREASED INTEREST IN AVIATION AND SPACE CAREERS BY YOUTH, AND THAT THE SAFETY RECORD OF AVIATION MIGHT BE IMPROVED THROUGH SCIENTIFIC INSTRUCTIONS TO PROSPECTIVE PILOTS. MAJOR UNITS ARE: (1) BASIC AERONAUTICS, (2) METEOROLOGY, (3) NAVIGATION, (4) FEDERAL AVIATION REGULATIONS, (5) SPEED OF SOUND, (6) PHYSIOLOGY OF FLIGHT, (7) MAN IN SPACE, (8) HISTORY OF AVIATION, (9) ECONOMIC FACTORS OF AVIATION AND SPACE, (10) FLIGHT INDOCTRINATION, AND (11) FLIGHT TRAINING. EACH UNIT INCLUDES AN INTRODUCTION, AN OUTLINE, SUGGESTED DEMONSTRATIONS, AND A LIST OF RESOURCE MATERIALS. (GEB)

VT 013 365

SAFETY TRAINING TECHNIQUES IN THE CLASSROOM.

BUREAU OF LABOR STANDARDS (COL), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OSA-LS-180-REVISED
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.49:180/2, \$.10).
PUB DATE - MAY70 7P.1970 REVISION.

DESCRIPTORS - *SAFETY EDUCATION; *TRAINING TECHNIQUES; TEACHING TECHNIQUES; MOTIVATION TECHNIQUES; MECHANICAL TEACHING AIDS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS SIX PAGE PAMPHLET WAS DEVELOPED TO PROVIDE INSTRUCTORS WITH TIPS TO EFFECTIVELY TEACH SAFETY TECHNIQUES IN THE CLASSROOM. THE TOPICS INCLUDE: (1) WHAT MAKES A GOOD SAFETY INSTRUCTOR, (2) PLANNING A SAFETY TRAINING COURSE, (3) PSYCHOLOGY IN TEACHING SAFETY, (4) SAFETY TRAINING METHODS, (5) MOTIVATION, (6) CLASSROOM CONDITIONS, (7) MECHANICAL ASPECTS OF INSTRUCTION, AND (8) BLACKBOARD TECHNIQUES. THE DOCUMENT IS PROFUSELY ILLUSTRATED WITH SKETCHES. (GEB)

VT 013 382

SHORTHAND, A COURSE OF STUDY MANUAL FOR TEACHERS.

PINELLAS COUNTY BOARD OF PUBLIC INSTRUCTION, CLEARWATER, FLA.
MF AVAILABLE IN VT-ERIC SET.
SCHOOL BOARD OF PINELLAS COUNTY, FLORIDA, 1960 EAST CRUID ROAD, P.O. BOX 4688, CLEARWATER, FLORIDA 33518 (\$1.00).
PUB DATE - SEP68 25P.

DESCRIPTORS - *COURSE ORGANIZATION; *COURSE CONTENT; *BUSINESS EDUCATION; *STENOGRAPHY; *MANUALS; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; COURSE OBJECTIVES; SECONDARY EDUCATION; TEACHING TECHNIQUES

ABSTRACT - DEVELOPED BY MEANS OF A WORKSHOP, THIS COURSE OF STUDY FOR SHORTHAND TEACHERS

REPRESENTS THE COMBINED THINKING OF THE WORKSHOP PARTICIPANTS. IT ALSO INTEGRATES LOCAL AND NATION-WIDE TRENDS IN SHORTHAND AND OTHER DISCIPLINES AND RECOMMENDS, IN OUTLINE FORM, A 4-SEMESTER SEQUENCE OF STUDY. THE MANUAL IS DIVIDED INTO THE FOLLOWING SECTIONS: (1) PHILOSOPHY OF BUSINESS EDUCATION, (2) SHORTHAND OBJECTIVES, (3) SHORTHAND PRINCIPLES, (4) BEGINNING DICTATION, (5) INTRODUCTION TO TRANSCRIPTION, (6) SPEED DICTATION AND TRANSCRIPTION, AND (7) SELECTED BIBLIOGRAPHY. INCLUDED ARE SUGGESTIONS CONCERNING THE GRADE LEVEL, TIME BLOCK, PREREQUISITES, STANDARDS OF ACHIEVEMENT, AND TEACHING TECHNIQUES. (JS)

VT 013 388
INTRODUCTION TO BUSINESS, CURRICULUM GUIDE.

JEFFERSON COUNTY PUBLIC SCHOOLS, LOUISVILLE, KY. DEPT. OF CURRICULUM DEVELOPMENT AND SUPERVISION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 4CP.1969 REVISION.

DESCRIPTORS - *BUSINESS EDUCATION;
*CURRICULUM GUIDES; *INSTRUCTIONAL MATERIALS;
*RESOURCE MATERIALS; *BUSINESS ADMINISTRATION; SECONDARY EDUCATION; ECONOMICS; CAREER PLANNING

ABSTRACT - DEVELOPED THROUGH COMMITTEE, THIS CURRICULUM GUIDE FOR INTRODUCTION TO BUSINESS IS A REVISED EDITION OF A PREVIOUSLY USED WORKING COPY OF THE GUIDE. THIS GUIDE CONTAINS A VARIETY OF ACTIVITIES AND CLASSROOM TECHNIQUES THAT TEACHERS MAY BE ABLE TO ADAPT TO THE INTERESTS AND ABILITIES OF THEIR OWN CLASSES. INFORMATION IN THE GUIDE IS DIVIDED INTO 14 UNITS WHICH INCLUDE: (1) YOUR ROLE IN THE BUSINESS WORLD, (2) OUR ECONOMIC SYSTEM, (3) CONSUMER EDUCATION, (4) OUR TAX SYSTEM, (5) EMPLOYMENT IN THE BUSINESS WORLD, (6) TRAVEL, AND (7) FINDING AND FILING SOURCES OF INFORMATION. ALSO INCLUDED ARE (1) SUGGESTIONS FOR FIELD TRIPS, GUEST SPEAKERS, FILMS, AND BULLETIN BOARD, (2) EDUCATIONAL OBJECTIVES, AND (3) A REVIEW OF BUSINESS MATHEMATICS. (JS)

VT 013 390
DRIVER EDUCATION, WORKING COPY.

JEFFERSON COUNTY PUBLIC SCHOOLS, LOUISVILLE, KY. DEPT. OF CURRICULUM DEVELOPMENT AND SUPERVISION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 87P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *DRIVER EDUCATION; *CURRICULUM GUIDES; *COURSE CONTENT; *FILMS; BIBLIOGRAPHIC CITATIONS; COURSE OBJECTIVES; COURSE ORGANIZATION

ABSTRACT - PREPARED TO PROVIDE STUDENTS OF THE JEFFERSON COUNTY SCHOOL SYSTEM IN KENTUCKY WITH A QUALITY TRAFFIC EDUCATION PROGRAM, THIS GUIDE WAS DEVELOPED BY THE DEPARTMENT OF CURRICULUM DEVELOPMENT. CLASSROOM INSTRUCTION UNITS ARE: (1) CLASS ORGANIZATION AND STATE VEHICLE CODE, (2) PERFORMANCE OF BASIC SKILLS AND MANEUVERS, (3) NATURAL FORCES, (4) TURNS AND CORNERING,

(5) TRAFFIC LAW, (6) PSYCHOLOGY OF THE DRIVER, (7) CITY DRIVING, (8) EXPRESSWAY DRIVING AND COUNTRY DRIVING, (9) VEHICLE DYNAMICS, AND (10) CONSTRUCTION, CARE, AND ECONOMICAL USE OF THE AUTOMOBILE. THE LABORATORY INSTRUCTION SECTION IS PRESENTED IN OUTLINE FORM. NUMEROUS FILMS AND REFERENCE MATERIALS ARE LISTED WITH SOURCES OF AVAILABILITY. (GB)

VT 013 391
OFFICE SERVICES, GRADE TWELVE.

JEFFERSON COUNTY PUBLIC SCHOOLS, LOUISVILLE, KY. DEPT. OF CURRICULUM DEVELOPMENT AND SUPERVISION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 155P.

DESCRIPTORS - *BUSINESS EDUCATION; *TEACHING GUIDES; *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; SECONDARY EDUCATION; *OFFICE MACHINES; *OFFICE OCCUPATIONS EDUCATION; TEACHING TECHNIQUES

ABSTRACT - DEVELOPED BY BUSINESS EDUCATORS, THIS TEACHING GUIDE WAS PREPARED FOR USE IN A SPECIALLY FUNDED TWELFTH GRADE BUSINESS MACHINES CLASS. EQUIPMENT ON WHICH THE GUIDE IS BASED ARE THE: (1) COLLATOR, JOGGER AND ELECTRIC STAPLER, (2) MAIL OPENER, (3) FOLDING MACHINE, (4) INSERTING MACHINE, (5) KEYBOARD EMBOSSEING MACHINE, (6) ADDRESSER-PRINTER, (7) MAILING MACHINE, AND (8) PARCEL POST SCALE AND SCALES. IN ADDITION TO PROVIDING TEACHER AND STUDENT MATERIALS FOR THE ABOVE EQUIPMENT, THE GUIDE ALSO INCLUDES NINE INSTRUCTIONAL UNITS AND NUMEROUS RESOURCE MATERIALS FOR USE IN VARIOUS CLASS ACTIVITIES. THE UNITS PROVIDE INFORMATION ON SUCH TOPICS AS THE ZIP CODE, CIVIL SERVICE, AND BULK RATE MAIL WHILE THE RESOURCE MATERIALS INCLUDE TIPS ON USING TRANSPARENCY MASTERS AND COMPUTING THE SIZE OF A PACKAGE. (JS)

VT 013 398
BUSINESS ENGLISH (WORKING COPY).

JEFFERSON COUNTY PUBLIC SCHOOLS, LOUISVILLE, KY. DEPT. OF CURRICULUM DEVELOPMENT AND SUPERVISION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 68 52P.

DESCRIPTORS - *BUSINESS EDUCATION; *TEACHING GUIDES; *BUSINESS ENGLISH; *BUSINESS CORRESPONDENCE; CURRICULUM GUIDES; VOCATIONAL EDUCATION; LETTERS (CORRESPONDENCE); *INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; EDUCATIONAL OBJECTIVES

ABSTRACT - DEVELOPED THROUGH A COMMITTEE, THIS TEACHING GUIDE OUTLINES THE FINAL ENGLISH COURSE SPECIALLY DESIGNED FOR STUDENTS IN VOCATIONAL BUSINESS EDUCATION. DIVIDED INTO TWO SEMESTERS, THE GUIDE WAS DEVISED SO THAT THE BASIC RULES OF COMMUNICATION CAN BE REVIEWED AND STRENGTHENED AND THEN APPLIED TO REALISTIC OFFICE SITUATIONS. THE GUIDE INCLUDES INFORMATION ON: (1) GRAMMAR, (2) WORD POWER, (3) PENMANSHIP, (4) ORAL COMMUNICATION, (5)

LETTER WRITING, AND (6) GENERAL PRINCIPLES OF COMMUNICATION. ALSO INCLUDED ARE EDUCATIONAL OBJECTIVES, SAMPLE TESTS, DRILLS, LESSON PLANS, BULLETIN BOARD SUGGESTIONS, AND SOURCES OF SUPPLEMENTARY MATERIALS. (JS)

VT 013 403
PLASTICS, 1-2.

FORT WORTH PUBLIC SCHOOLS, TEXAS.
MF AVAILABLE IN VT-ERIC SET.

CUR-BUL-213

FORT WORTH INDEPENDENT SCHOOL DISTRICT,
OFFICE OF BUSINESS MANAGER, 3210 WEST
LANCASTER, FORT WORTH, TEXAS 76107 (\$2.50).
PUB DATE - 69 61P.

DESCRIPTORS - *INDUSTRIAL ARTS; *CURRICULUM
GUIDES; *TEACHING GUIDES; *PLASTICS;
SECONDARY GRADES; BIBLIOGRAPHIES;
INSTRUCTIONAL MATERIALS

ABSTRACT - PREPARED BY THE DEPARTMENT OF CURRICULUM OF THE FORT WORTH PUBLIC SCHOOLS, THIS TEACHING GUIDE IS TO ASSIST TEACHERS WHO ARE WORKING WITH PLASTICS AS PART OF THEIR INDUSTRIAL ARTS CURRICULUM. PART 1 OF THE DOCUMENT CONTAINS THE INTRODUCTION WHICH DESCRIBES PLASTICS, PROVIDES OBJECTIVES OF THE COURSE, DESCRIBES THE BASIC CONTENT, AND OUTLINES HOW THE GUIDE SHOULD BE USED. PART 2 IS MADE UP OF 11 UNITS WHICH INCLUDE: (1) METHODS FOR PROCESSING PLASTICS, (2) PLASTIC HEATERS, OVENS, RADIANT HEATING, AND EVEN HEATING TECHNIQUES, (3) PLASTIC SHEET FORMING, (4) DIE AND MOLD CONSTRUCTION, (5) GENERAL FABRICATION, (6) FINISH AND SURFACE POLISHING, (7) VACUUM FORMING, AND (8) LAMINATING. PART 3 PROVIDES A BIBLIOGRAPHY. (GEB)

VT 013 406
INDUSTRIAL ARTS, GRADES 9 THROUGH 12.
(EXPERIMENTAL EDITION).

NEDERLAND INDEPENDENT SCHOOL DISTRICT, TEXAS.
MF AVAILABLE IN VT-ERIC SET.

NEDERLAND INDEPENDENT SCHOOL DISTRICT,
CURRICULUM OFFICE, P.O. BOX 908, NEDERLAND,
TEXAS 77627 (\$6.00).
PUB DATE - AUG68 103P.

DESCRIPTORS - *INDUSTRIAL ARTS; *CURRICULUM
GUIDES; *MODELS; SECONDARY GRADES;
WOODWORKING; ENGINEERING DRAWING;
ELECTRICITY; METALS; POWER MECHANICS;
*LEARNING ACTIVITIES; *INSTRUCTIONAL
MATERIALS

ABSTRACT - DEVELOPED FOR THE NEDERLAND INDEPENDENT SCHOOL DISTRICT, THIS CURRICULUM GUIDE IS FOR INDUSTRIAL ARTS TEACHERS IN GRADES 9 THROUGH 12. IT IS INTENDED AS A CURRICULUM MODEL CONTAINING SUGGESTIONS FOR TEACHERS. THE MATERIAL IS BASED ON THE PHILOSOPHY THAT CHILDREN ARE DIFFERENT, CONTINUOUS PROGRESS IS NECESSARY, TEACHERS ARE DIFFERENT, AND THAT ORGANIZATION FOR THE INDIVIDUAL IS NECESSARY. THE AREAS INCLUDED ARE: (1) GENERAL SHOP, (2) WOODWORKING, AND (3) MECHANICAL DRAWING. EACH AREA IN THE GUIDE INCLUDES LEARNING ACTIVITIES, TECHNICAL INFORMATION, GENERAL INFORMATION, SUGGESTIONS

AND RESOURCES, AND SAFETY. (GEB)

VT 013 409
PELCCQUIN, ROBERT A.
A COURSE ORGANIZATION FOR GENERAL METALS 1.

HIBBING HIGH SCHOOL, MINN.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 72P.1969 REVISION

DESCRIPTORS - *INDUSTRIAL ARTS; *CURRICULUM
GUIDES; *TEACHING GUIDES; *METALS; STEEL
INDUSTRY; WELDING; TRADE AND INDUSTRIAL
EDUCATION; LESSON PLANS; REFERENCE MATERIALS;
EDUCATIONAL OBJECTIVES; INSTRUCTIONAL
MATERIALS; SECONDARY GRADES

ABSTRACT - DESIGNED FOR HIBBING HIGH SCHOOL, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN PROVIDING INDUSTRIAL ARTS AND VOCATIONAL EDUCATION STUDENTS WITH BASIC SKILLS AND KNOWLEDGE IN THE GENERAL METALS AREAS OF BENCH WORK, WELDING, AND THE IRON ORE MINING-STEEL INDUSTRY. THE MATERIAL WAS DEVELOPED FOR USE OVER A 2-SEMESTER PERIOD FOR CLASSES MEETING 57 MINUTES A DAY, FIVE DAYS A WEEK. A DETAILED OUTLINE OF NINE BROAD OBJECTIVES OF INDUSTRIAL ARTS IS PRESENTED AS WELL AS SOME SPECIFIC OBJECTIVES FOR THE VARIOUS UNITS. THE UNITS COVERED ARE: (1) BENCH METALWORK, (2) WELDING, (3) THE MINING OF IRON ORE IN THE LAKE SUPERIOR REGION, AND (4) STEELMAKING. A SUGGESTED APPROACH TO THE COURSE BY WEEKS INCLUDES SUGGESTED LECTURES, DEMONSTRATIONS, LABORATORY WORK, AND TEST EXERCISES. A BOOK REFERENCE LIST, AN INSTRUCTOR'S MEMO SHEET, AND A STUDENT PERSONAL DATA SHEET ARE APPENDED. (GEB)

VT 013 416
GENERAL INDUSTRIAL MECHANICS PROGRAM; PLAN
AND OUTLINE FOR SECONDARY LEVEL.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION,
BOISE. DIV. OF TRADE AND INDUSTRIAL AND
TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 18P.

DESCRIPTORS - *MECHANICS (PROCESS); *TRADE
AND INDUSTRIAL EDUCATION; *FACILITY
GUIDELINES; *PROGRAM GUIDES; *ESTIMATED
COSTS; MECHANICAL SKILLS; SECONDARY GRADES;
EDUCATIONAL EQUIPMENT; PROGRAM COSTS;
EDUCATIONAL PROGRAMS; VOCATIONAL EDUCATION;
SKILL DEVELOPMENT; OCCUPATIONAL CHOICE;
CURRICULUM GUIDES; REFERENCE MATERIALS

ABSTRACT - DEVELOPED BY THE IDAHO STATE ADVISORY COMMITTEE FOR THE GENERAL INDUSTRIAL MECHANICS PROGRAM, THIS PLANNING GUIDE CONTAINS GENERAL SUGGESTIONS THAT NEED TO BE FULLY DEVELOPED ON THE LOCAL LEVEL FOR ESTABLISHING A REIMBURSABLE VOCATIONAL TRADE AND INDUSTRIAL PROGRAM IN SMALL LOW-ENROLLMENT HIGH SCHOOLS. THE PRIMARY OBJECTIVES OF THE PROGRAM ARE TO PROVIDE OCCUPATIONAL EXPLORATION AND EXPERIMENTATION EXPERIENCES THAT WOULD GUIDE STUDENTS IN MAKING AN OCCUPATIONAL CHOICE, AND TO PREPARE STUDENTS FOR ENTRY LEVEL EMPLOYMENT IN THE AUTOMOTIVE, FARM EQUIPMENT, SMALL ENGINE, OR PLANT MAINTENANCE MECHANICS REPAIR FIELD. IT

IS RECOMMENDED THAT STUDENTS SPEND ONE HOUR PER DAY, FIVE DAYS PER WEEK THE FIRST YEAR, TWO CONSECUTIVE HOURS PER DAY THE SECOND YEAR, AND THREE CONSECUTIVE HOURS PER DAY THE THIRD YEAR. THE CONTENTS OF THIS DOCUMENT CONSIST OF PROGRAM OBJECTIVES, A COURSE OUTLINE AND OPERATING SCHEDULE, RECOMMENDED TEXTBOOKS AND FILMS, RECOMMENDED TOOLS AND EQUIPMENT, AND A FACILITY LAYOUT. AN ESTIMATED COST OF \$76,435.50 FOR THE ESTABLISHMENT OF THE PROGRAM IS BASED ON THE 1970 BRODHEAD-GARRETT CATALOG. (GEB)

VT 013 417

CONSUMER APPLIANCE AND ELECTRICAL MECHANICAL PLAN AND OUTLINE FOR SECONDARY LEVEL.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE. DIV. OF TRADE AND INDUSTRIAL AND TECHNICAL EDUCATION.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - 71 28P.

DESCRIPTORS - *ELECTROMECHANICAL TECHNOLOGY; *VOCATIONAL EDUCATION; ELECTRICAL APPLIANCE SERVICEMEN; APPLIANCE REPAIRING; *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES; CURRICULUM GUIDES; OCCUPATIONAL CHOICE; SKILL DEVELOPMENT; SECONDARY GRADES; *ESTIMATED COSTS; SCHOOL SHOPS; EDUCATIONAL EQUIPMENT; REFERENCE MATERIALS; MECHANICAL SKILLS IDENTIFIERS - OCCUPATIONAL EXPLORATION

ABSTRACT - THE APPLIANCE SERVICE ADVISORY COMMITTEE REVIEWED THE CONSUMER APPLIANCE AND ELECTRICAL SERVICE PROGRAM FOR THE STATE OF IDAHO AND MADE RECOMMENDATIONS RESULTING IN THIS PLANNING GUIDE. THE GUIDE IS FOR USE IN DEVELOPING A COMPLETE COURSE TO PROVIDE OCCUPATIONAL EXPLORATION IN THE ELECTRIC-MECHANICAL AND REFRIGERATION FIELDS, AND TO PREPARE STUDENTS FOR ENTRY LEVEL EMPLOYMENT IN A CLUSTER OF ASSOCIATED OCCUPATIONS. THE RECOMMENDED COURSE IS BASED ON ONE HOUR A DAY, FIVE DAYS A WEEK FOR THE FIRST YEAR, TWO CONSECUTIVE HOURS A DAY THE SECOND YEAR, AND THREE HOURS A DAY THE THIRD YEAR. THE CONTENTS OF THIS DOCUMENT INCLUDE THE PROGRAM OBJECTIVES, A COURSE OUTLINE, OPERATING SCHEDULE, RECOMMENDED BOOKS, BASIC TOOLS AND EQUIPMENT AND A RECOMMENDED FACILITY. AN ESTIMATED COST, BASED UPON THE SUGGESTED ENROLLMENT, FOR ESTABLISHING THE PROGRAM IS OUTLINED IN DETAIL. (GEB)

VT 013 418

UECA, SHC; PYWELL, ROLLAND A.
AUTO MECHANICS PROGRAM, PLAN AND OUTLINE FOR SECONDARY LEVEL.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE. DIV. OF TRADE AND INDUSTRIAL AND TECHNICAL EDUCATION.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - ND 42P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *COURSE CONTENT; *AUTO MECHANICS (OCCUPATION); OCCUPATIONAL CHOICE; SKILL DEVELOPMENT; *PROGRAM GUIDES; CURRICULUM GUIDES; AUTO PARTS MEN; SECONDARY GRADES; ESTIMATED COSTS; *EDUCATIONAL EQUIPMENT; EDUCATIONAL FACILITIES; REFERENCE MATERIALS;

MECHANICAL SKILLS; FILMS

IDENTIFIERS - *OCCUPATIONAL EXPLORATION

ABSTRACT - PREPARED FOR THE IDAHO STATE SUPERVISOR OF VOCATIONAL TRADE AND INDUSTRIAL EDUCATION, THIS PROGRAM GUIDE PROVIDES A BASE FOR DEVELOPING A DETAILED COURSE IN AUTO SERVICE. THE OBJECTIVES OF THE COURSE ARE TO PROVIDE OCCUPATIONAL EXPLORATION AND TO PREPARE STUDENTS FOR ENTRY LEVEL EMPLOYMENT IN OCCUPATIONS RELATED TO AUTOMOTIVE SERVICE SUCH AS A BASIC MECHANIC, SERVICE STATION ATTENDANT, OR AUTO PARTS SALES. THE RECOMMENDED COURSE IS BASED ON ONE HOUR PER DAY, FIVE DAYS PER WEEK FOR THE FIRST YEAR, TWO CONSECUTIVE HOURS PER DAY THE SECOND YEAR, AND THREE HOURS PER DAY THE THIRD YEAR. CONTENTS INCLUDE PROGRAM OBJECTIVES, OPERATING PROCEDURES AND GUIDELINES, A COURSE OUTLINE FOR THE THREE YEARS, RECOMMENDED TEXTS, CHARTS, FILMS, BOOKLETS, TOOLS AND EQUIPMENT, AND A SUGGESTED FACILITY. AN ESTIMATED COST, BASED ON THE SUGGESTED ENROLLMENT, FOR ESTABLISHING THE PROGRAM IS OUTLINED. (GEB)

VT 013 423

SAFETY EDUCATION IN IDAHO SCHOOLS.

IDAHO STATE DEPT. OF EDUCATION, BOISE.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - ND 268P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *SAFETY EDUCATION; *SCHOOL SAFETY; *RESOURCE GUIDES; *SUPPLEMENTARY TEXTBOOKS; RESOURCE MATERIALS; BIBLIOGRAPHIC CITATIONS; SCIENCE; FILMS; PHYSICAL EDUCATION; STUDY GUIDES

ABSTRACT - THIS GUIDE ON SAFETY EDUCATION DEVELOPED BY A SAFETY EDUCATION COMMITTEE COMPRISES EIGHT SECTIONS: (1) SAFETY EDUCATION IN IDAHO SCHOOLS, (2) SAFETY AND PHYSICAL EDUCATION, (3) SCIENCE SAFETY, (4) SCHOOL PATROLS, (5) SAFETY IN HOME ECONOMICS, (6) INDUSTRIAL ARTS SAFETY, (7) SAFETY IN VOCATIONAL AGRICULTURE, AND (8) SAFETY IN TRADE AND TECHNICAL EDUCATION. EACH SECTION OR PUBLICATION IS DESIGNED TO SERVE AS A GUIDE FOR A PARTICULAR AREA OF INSTRUCTION. THESE SECTIONS PROVIDE CONTENT THAT CAN BE USED IN TEACHING AS WELL AS LISTINGS OF REFERENCES, FILMS, AND OTHER TEACHING AIDS. (GEB)

VT 013 427

GUIDE FOR BUSINESS EDUCATION.

EAST ALLEN COUNTY SCHOOLS, NEW HAVEN, IND.

MF AVAILABLE IN VT-ERIC SET.

EAST ALLEN COUNTY SCHOOLS, 1240 U.S. 30 EAST, NEW HAVEN, INDIANA 46774 (\$3.00).

PUB DATE - ND 70P.

DESCRIPTORS - *BUSINESS EDUCATION; *CURRICULUM DEVELOPMENT; *CURRICULUM GUIDES; *COURSE DESCRIPTIONS; MANUALS; TYPEWRITING; STENOGRAPHY; ACCOUNTING; OFFICE MACHINES; OFFICE PRACTICE; LAW INSTRUCTION; CONSUMER ECONOMICS; SALESMANSHIP; ARITHMETIC; *RESOURCE MATERIALS

ABSTRACT - DEVELOPED AS PART OF THE

CONTINUOUS CURRICULUM DEVELOPMENT PROGRAM, THESE CURRICULUM OUTLINES WERE DEVELOPED FOR BUSINESS EDUCATION TEACHERS AND ADMINISTRATORS TO USE IN DEVELOPING CURRICULUM. INCLUDED IN THIS MANUAL ARE REVIEWS OF ALL COURSES IN THE BUSINESS EDUCATION CURRICULUM, THE BASIC ESSENTIALS THAT NEED TO BE EMPHASIZED IN ALL SUBJECT AREAS AND GRADE LEVEL COURSES THROUGHOUT THE EAST ALLEN COUNTY SCHOOLS DISTRICT. THE INTENTIONALLY BRIEF CURRICULUM WRITE-UPS, IN ADDITION TO THE OBJECTIVES, INCLUDE ONE OR TWO SUCCESSFULLY USED ACTIVITIES, AS WELL AS SOME TRIED AND TESTED AUDIO-VISUAL MATERIALS, AND SUPPLEMENTARY RESOURCES. COURSES FOR WHICH OUTLINES ARE PROVIDED ARE: (1) GENERAL BUSINESS I-II, (2) BEGINNING TYPEWRITING I-II, (3) ADVANCED TYPEWRITING III-IV, (4) BEGINNING SHORTHAND I-II, (5) ADVANCED SHORTHAND, (6) CLERICAL OFFICE PRACTICE, (7) BOOKKEEPING I-II, (8) BOOKKEEPING III-IV, (9) SALES, (10) BUSINESS ARITHMETIC, (11) CONSUMER ECONOMICS, (12) BUSINESS LAW, AND (13) BUSINESS MACHINES. (JS)

VT 013 438

COURSES OF STUDY IN INDUSTRIAL ARTS 7-12.

WEST YORK AREA SCHOOL DISTRICT, PA.
MF AVAILABLE IN VT-ERIC SET.
WEST YORK AREA SCHOOL DISTRICT, 2605 WEST MARKET STREET, YORK, PENNSYLVANIA 17404
(SINGLE COPIES \$1.50 PLUS POSTAGE).
PUB DATE - 70 31P.

DESCRIPTORS - *INDUSTRIAL ARTS; *CURRICULUM GUIDES; *COURSE OBJECTIVES; SECONDARY GRADES; RESOURCE MATERIALS; GRAPHIC ARTS; ARCHITECTURAL DRAFTING; DRAFTING; POWER MECHANICS; AUTO MECHANICS; WOODWORKING

ABSTRACT - PREPARED BY THE STAFF OF THE SECONDARY INDUSTRIAL ARTS DEPARTMENT, THIS IS A COMPILATION OF COURSE CURRICULUM GUIDES FOR INDUSTRIAL ARTS COURSES TAUGHT IN THE WEST YORK AREA SCHOOL DISTRICT IN GRADES 7-12. FOLLOWING A STATEMENT OF THE GENERAL PHILOSOPHY, GUIDES FOR THE FOLLOWING AREAS ARE INCLUDED: (1) JUNIOR HIGH INDUSTRIAL ARTS, WOOD AND PLASTICS, AND METALWORKING, (2) MECHANICAL DRAWING, (3) GRAPHIC ARTS, (4) WOODWORKING, (5) GENERAL METALS, (6) ARCHITECTURAL DRAWING, (7) SMALL GAS ENGINES, AND (8) AUTO MECHANICS. EACH GUIDE CONTAINS THE INDIVIDUAL COURSE OBJECTIVES, THE RECOMMENDED BASIC TEXT, A SUGGESTED TIME ALLOTMENT, AND A BRIEF OUTLINE OF MAJOR TOPICS TO BE COVERED EACH QUARTER. LISTS OF RESOURCE MATERIALS, SUGGESTIONS, AND DEPARTMENTAL REQUIREMENTS ARE APPENDED. (GEB)

VT 013 439

A CURRICULUM GUIDE FOR HOME ECONOMICS, GRADES 7, 8, AND 9.

MASON CITY COMMUNITY SCHOOLS, IOWA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN68 62P.

DESCRIPTORS - *HOMEMAKING EDUCATION; *CURRICULUM GUIDES; LEARNING ACTIVITIES; JUNIOR HIGH SCHOOLS; EDUCATIONAL OBJECTIVES; NUTRITION INSTRUCTION; FOODS INSTRUCTION;

CLOTHING INSTRUCTION; TEXTILES INSTRUCTION; HOME MANAGEMENT; HOME FURNISHINGS; CHILD CARE; CHILD DEVELOPMENT; FAMILY RELATIONSHIP

ABSTRACT - PREPARED BY A CURRICULUM COMMITTEE OF HOME ECONOMICS TEACHERS, THIS CURRICULUM GUIDE EMPHASIZES INTRODUCTORY SKILLS IN FOODS, CLOTHING, AND FAMILY LIVING FOR GRADES 7, 8, AND 9. THE COLOR-CODED GRADE SECTIONS ARE INTRODUCED BY A STATEMENT OF THE PHILOSOPHY OF HOME ECONOMICS EDUCATION AND A SCOPE AND SEQUENCE CHART. THE UNITS IN EACH SECTION CONTAIN TIME ALLOTMENT, OBJECTIVES, AND SUGGESTED LEARNING ACTIVITIES. A BIBLIOGRAPHY OF BOOKS, PAMPHLETS, CHARTS, PERIODICALS, FILMS, AND FILMSTRIPS IS PROVIDED FOR THE AREAS OF CLOTHING AND TEXTILES, FOOD AND NUTRITION, CHILD CARE AND DEVELOPMENT, HUMAN RELATIONSHIPS, HOME FURNISHINGS, AND MANAGEMENT. (SB)

VT 013 469

ELECTRICAL WIRING WORKBOOK. PART 4.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION. MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUREAU OF INDUSTRIAL EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 (\$2.50).
PUB DATE - 71 103P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *ELECTRICIANS; *APPRENTICESHIPS; WORKBOOKS; ELECTRICITY; ELECTRONICS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS STUDY GUIDE WAS PLANNED BY STATE EDUCATIONAL ADVISORY COMMITTEES FOR USE BY ELECTRICIAN APPRENTICES IN THE RELATED TECHNICAL PHASE OF THEIR TRAINING. MAJOR UNITS ARE: (1) A-C APPARATUS, (2) MANUAL AND ELECTROMAGNETIC CONTROLLERS, AND (3) BASIC INDUSTRIAL ELECTRONICS. EACH OF THE 34 TOPICS IN THESE UNITS PROVIDES RELATED INFORMATION, TEXTBOOK ASSIGNMENTS, AND QUESTIONS COVERING THIS INFORMATION. THE MATERIAL IS ILLUSTRATED WITH PHOTOGRAPHS AND LINE DRAWINGS, AND A REFERENCE LIST IDENTIFYING SIX RELATED PUBLICATIONS IS INCLUDED. THIS PUBLICATION IS A REVISION OF A PREVIOUS EDITION AVAILABLE AS VT 005 140 (AUG FALL 1968). OTHER RELATED DOCUMENTS ARE ALSO AVAILABLE IN AUG FALL 1968 AS VT 005 137, VT 005 138, AND VT 005 139. (GEB)

VT 013 470

INTRODUCTION TO APPRENTICESHIP. WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION. MF AVAILABLE IN VT-ERIC SET.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUREAU OF INDUSTRIAL EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 (\$2.75).
PUB DATE - 68 321P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *WORKBOOKS; *JOB TRAINING; EVALUATIONS; TESTS; INSTRUCTIONAL MATERIALS; SKILL DEVELOPMENT; ADULT EDUCATION

ABSTRACT - DEVELOPED UNDER THE STATE EDUCATIONAL ADVISORY COMMITTEES, THIS STUDY GUIDE IS FOR STUDENT AND TEACHER USE IN TRAINING COURSES FOR APPRENTICES, AND IS DESIGNED TO PROVIDE THE BASIC SKILLS AND KNOWLEDGE COMMON TO MOST OF THE SKILLED TRADES. THE COURSE CONTAINS INFORMATION NEEDED BY ANY PERSON WISHING TO LEARN A TRADE, AND THE EVALUATIONS THROUGHOUT THE COURSE WILL HELP JOINT APPRENTICESHIP COMMITTEES TO SELECT CANDIDATES WHO CAN BE EXPECTED TO COMPLETE THEIR TRAINING. ALL OF THE MATERIAL NECESSARY FOR THE COURSE IS PROVIDED IN THE WORKBOOK EXCEPT FOR THE MATHEMATICS UNIT, WHICH REQUIRES SUPPLEMENTARY TEXTBOOK INFORMATION. UNITS INCLUDED ARE: (1) THE APPRENTICE AND HIS TRADE AND RESPONSIBILITIES, (2) WORKMEN'S LEGAL RIGHTS, (3) MATHEMATICS, (4) BASIC TOOLS, (5) BLUEPRINT READING, (6) SCIENCE, (7) BASIC MATERIALS, AND (7) THE APPRENTICE ON THE JOB. EACH UNIT CONTAINS SEVERAL TOPICS WITH DISCUSSIONS, EXAMPLES, AND TESTS AS THE GENERAL FORMAT. WORKING DRAWINGS AND A LIST OF INSTRUCTIONAL MATERIALS ARE INCLUDED, AND LINE DRAWINGS AND PICTURES ARE USED THROUGHOUT. (GB)

VT 013 477

BENNER, SUZANNE; WAGNER, PEGGY
CLOTHING I: PERFORMANCE CRITERIA.

OMAHA PUBLIC SCHOOLS, NEBR.
MF AVAILABLE IN VT-ERIC SET.
ASSISTANT SUPERINTENDENT, OMAHA PUBLIC SCHOOLS, 3902 DAVENPORT STREET, OMAHA, NEBRASKA 68131.
PUB DATE - 69 91P.1968-69 REVISION.

DESCRIPTORS - *HOME ECONOMICS EDUCATION;
*TEXTILES INSTRUCTION; *CLOTHING INSTRUCTION;
*SEWING INSTRUCTION; *TEACHING GUIDES;
HOMEMAKING EDUCATION; STUDY GUIDES; UNIT
PLAN; EVALUATION TECHNIQUES; TEACHING
TECHNIQUES

ABSTRACT - THIS 2-PART GUIDE CONTAINS 11 UNITS STRESSING BEGINNING SEWING TECHNIQUES. PART ONE IS INTENDED FOR THE TEACHER AND CONTAINS SUGGESTED TEACHING ACTIVITIES, STUDENT REFERENCES, AND SAMPLE EVALUATION MEASURES FOR EACH OF THE 11 UNITS. PART TWO IS INTENDED FOR STUDENT USE AND CONTAINS INFORMATION, ILLUSTRATIONS, AND ACTIVITIES FOR EACH OF THE 11 UNITS. UNIT TOPICS ARE: (1) COLOR AND LINE, (2) COTTON, (3) SEWING MACHINES, (4) MEASUREMENTS, (5) PATTERN ENVELOPE, (6) STRAIGHTENING FABRIC AND FABRIC TERMS, (7) PATTERN SYMBOLS, AND (8) LAYOUT, CUTTING, MARKING, AND STITCHING. "CLOTHING II" IS AVAILABLE AS VT 013 478, ALSO IN THIS ISSUE. (SB)

VT 013 478

WAGNER, PEGGY; DILLMAN, ESTHER
CLOTHING II: PERFORMANCE CRITERIA.

OMAHA PUBLIC SCHOOLS, NEBR.
MF AVAILABLE IN VT-ERIC SET.
ASSISTANT SUPERINTENDENT, OMAHA PUBLIC SCHOOLS, 3902 DAVENPORT STREET, OMAHA, NEBRASKA 68131.
PUB DATE - 70 119P.1969-70 REVISION.

DESCRIPTORS - *HOME ECONOMICS EDUCATION;
*CLOTHING INSTRUCTION; *SEWING INSTRUCTION;
*STUDY GUIDES; EVALUATION TECHNIQUES;
TEACHING TECHNIQUES; UNIT PLAN; HOMEMAKING
EDUCATION; *TEACHING GUIDES

ABSTRACT - THIS 2-PART GUIDE CONTAINS FIVE UNITS STRESSING SEWING TECHNIQUES, TEXTILES, AND CLOTHING SELECTION AND CARE. PART ONE IS INTENDED FOR TEACHER USE AND CONTAINS SUGGESTED TEACHING ACTIVITIES, STUDENT REFERENCES, AND SAMPLE EVALUATION MEASURES FOR EACH UNIT. PART TWO IS INTENDED FOR STUDENT USE AND CONTAINS INFORMATION, ILLUSTRATIONS, AND ACTIVITIES FOR EACH UNIT. UNIT TOPICS ARE: (1) SEWING TECHNIQUES, INCLUDING SEAM FINISHES, ZIPPER INSERTION, INTERFACINGS, COLLARS, BUTTONS AND BUTTONHOLES, SLEEVES, AND HEMMING, (2) CLOTHING NEEDS, (3) FIBERS, (4) YARNS AND FABRIC CONSTRUCTION, AND (5) CARE AND REPAIR OF CLOTHING. "CLOTHING I" IS AVAILABLE AS VT 013 477, ALSO IN THIS ISSUE. (SB)

VT 013 486 ED 052 360

DEFENSIVE DRIVING COURSE. STUDENT WORKBOOK
AND DEFENSIVE DRIVER'S MANUAL.

NATIONAL SAFETY COUNCIL, CHICAGO, ILL.
EDRS PRICE MF-\$0.65 HC NOT AVAILABLE FROM
EDRS.
NATIONAL SAFETY COUNCIL, 425 NORTH MICHIGAN
AVENUE, CHICAGO, ILLINOIS 60611.
PUB DATE - 71 60P.6TH EDITION.

DESCRIPTORS - *VOCATIONAL EDUCATION; *DRIVER
EDUCATION; *WORKBOOKS; *STUDY GUIDES;
*TRAFFIC SAFETY; TRANSPORTATION; MOTOR
VEHICLES; SAFETY EDUCATION; VEHICULAR
TRAFFIC; GLOSSARIES; MANUALS; INSTRUCTIONAL
MATERIALS

ABSTRACT - THIS COMBINATION WORKBOOK AND STUDY GUIDE FOR DRIVER EDUCATION COURSES IS DIVIDED INTO THREE SECTIONS. SECTION ONE CONSISTS OF EIGHT PARTS INCLUDING SUGGESTIONS ON AVOIDING VARIOUS COLLISIONS AND OTHER DRIVING MANEUVERS. THE SECOND SECTION CONSISTS OF AN OUTLINE FOR ASSISTING THE STUDENT IN TAKING NOTES ON INSTRUCTION. THE THIRD SECTION IS A MANUAL FOR DEFENSIVE DRIVERS CONSISTING OF IMPORTANT DRIVING TIPS AND OTHER INFORMATION. NUMEROUS ILLUSTRATIONS, QUESTIONS AND ANSWERS, AND OTHER MATERIALS ARE INCLUDED TO ENHANCE THE USE OF THE PUBLICATION. A FINAL EXAMINATION AND A GLOSSARY OF TERMS ARE APPENDED. (GB)

VT 013 498

SANTOLI, C.M.
BASIC MATHEMATICS FOR VOCATIONAL AND
TECHNICAL STUDENTS, PART I AND II.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$2.50 FOR EACH PART).

PLB DATE - 1JUL71 438P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*MATHEMATICS; *TEXTBOOKS; *TECHNICAL
EDUCATION; *ARITHMETIC; FRACTIONS;
PERCENTAGE; SECONDARY GRADES; ILLUSTRATIONS

ABSTRACT - INDIVIDUALLY AUTHORED WITH
COOPERATION FROM A CURRICULUM LABORATORY,
THIS TWO PART DOCUMENT ON BASIC MATHEMATICS
FOR VOCATIONAL AND TECHNICAL EDUCATION
STUDENTS CONSISTS OF 11 UNITS. TOPICS ARE:
(1) REVIEW OF THE FUNDAMENTALS OF ARITHMETIC,
(2) FRACTIONS, (3) THE RULER, (4) DECIMALS,
(5) PERCENTAGE, (6) COMMON BUSINESS
TRANSACTIONS, (7) MONEY AND CHECKS, (8)
EQUATIONS, (9) RATIO AND PROPORTION, (10)
ANGULAR MEASUREMENT, AND (11) FORMULAS. EACH
UNIT IS DIVIDED INTO LESSONS WITH OBJECTIVES
FOR EACH LESSON PRESENTED. NUMEROUS
ILLUSTRATIONS ARE INCLUDED WITH THE
EXERCISES. (CP)

VT 013 499

JUBY, MARCUS, AND OTHERS
WELDING, INSTRUCTIONAL UNITS. PRELIMINARY
DRAFT.

OKLAHOMA STATE BOARD FOR VOCATIONAL
EDUCATION, STILLWATER, DIV. OF TECHNICAL
EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CURRICULUM AND INSTRUCTIONAL MATERIALS
CENTER, STATE DEPARTMENT OF VOCATIONAL AND
TECHNICAL EDUCATION, 1515 WEST SIXTH AVENUE,
STILLWATER, OKLAHOMA 74074 (\$6.00).
PLB DATE - 71 260P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING
GUIDES; *TRADE AND INDUSTRIAL EDUCATION;
VOCATIONAL EDUCATION; *WELDING; METALS;
SECONDARY GRADES; ADULT EDUCATION; TESTS;
*INSTRUCTIONAL MATERIALS

ABSTRACT - PREPARED BY AN INSTRUCTIONAL
MATERIALS CENTER, THIS CURRICULUM GUIDE IS
INTENDED TO ASSIST INSTRUCTORS IN IMPROVING
WELDING INSTRUCTION IN VOCATIONAL EDUCATION
WITHIN OKLAHOMA. EACH INSTRUCTIONAL UNIT
INCLUDES OBJECTIVES, SUGGESTED ACTIVITIES,
INFORMATION SHEETS, JOB SHEETS, TRANSPARENCY
MASTERS, QUIZ, AND ANSWERS TO THE QUIZ, ALL
CLEAR CODED FOR EASE IN IDENTIFYING. MAJOR
TOPICS ARE: (1) SAFETY AND ORIENTATION, (2)
BLUEPRINT, (3) OXYACETYLENE WELDING, (4) ARC
WELDING, (5) TIG WELDING, AND (6)
MISCELLANEOUS. NUMEROUS ILLUSTRATIONS ARE
USED THROUGHOUT. (AUTHOR/CEB)

VT 013 500

STERNBERG, ALBERT
AN ORIENTATION COURSE OF STUDY IN DATA
PROCESSING FOR STUDENTS OF DISTRIBUTIVE
EDUCATION.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903

(\$.50).

PUB DATE - APR71 66P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*COURSE DESCRIPTIONS; *INSTRUCTIONAL
MATERIALS; *CURRICULUM GUIDES; *DATA
PROCESSING; ELECTRONIC DATA PROCESSING;
COURSE CONTENT; RESOURCE MATERIALS

ABSTRACT - DEVELOPED BY A COMMITTEE OF
TEACHERS AND STATE SUPERVISORS, THIS COURSE
OF STUDY FOR DATA PROCESSING SHOULD BE USEFUL
TO HIGH SCHOOL TEACHERS AND COORDINATORS IN
PLANNING THEIR RESPECTIVE COURSE AND LESSONS.
PILOT TESTED THROUGHOUT THE STATE, THIS
COURSE OF STUDY IS DESIGNED TO BE BRIEF AND
TO THE POINT. IT IS DESIGNED TO INTRODUCE
DISTRIBUTIVE EDUCATION STUDENTS TO ELECTRONIC
DATA PROCESSING AND HOW IT IS USED IN
DISTRIBUTION. FURTHER, THE COURSE IS DESIGNED
TO BE TAUGHT IN 15 HOURS OR FIVE ONE-HOUR
PERIODS IN THREE WEEKS. UNITS INCLUDED IN THE
COURSE OF STUDY INCLUDE THE FOLLOWING: (1) TO
UNDERSTAND AND APPRECIATE THE IMPORTANCE OF
INFORMATION HANDLING, (2) TO ESTABLISH A
BASIC UNDERSTANDING OF DATA PROCESSING, AND
(3) TO PROVIDE SOME UNDERSTANDING OF THE
ELECTRONIC COMPUTER SYSTEM FOR AUTOMATIC DATA
PROCESSING. ALSO INCLUDED ARE RESOURCE
MATERIALS AND NUMEROUS ILLUSTRATIONS AND
FIGURES. (JS)

VT 013 501

SCACCEITI, FERDINAND C.
SUGGESTED DECA PROJECTS FOR INNER CITY
SCHOOLS OF NEW JERSEY.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$.50).
PUB DATE - DEC70 23P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *YOUTH
CLUBS; *INNER CITY; *MANUALS; *PROJECTS;
RESOURCE MATERIALS; DISADVANTAGED YOUTH;
DISADVANTAGED SCHOOLS; SCHOOL ACTIVITIES;
PROGRAM PLANNING; INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY A COMMITTEE OF
TEACHERS AND SUPERVISORS AND PILOT TESTED
THROUGHOUT THE STATE, THIS MANUAL SUGGESTS
PROJECTS FOR USE WITH DISTRIBUTIVE EDUCATION
CLUBS OF AMERICA (DECA). AIMED SPECIFICALLY
AT THE INNER-CITY SCHOOL, THESE MATERIALS
SHOULD BE USEFUL IN DEVELOPING THE TOTAL
DISTRIBUTIVE EDUCATION PROGRAM. THE SEVEN
PROJECTS WHICH MAKE UP THIS MANUAL INCLUDE:
(1) THE ANTI-POVERTY COMMUNITY PROJECT, (2)
INNER-CITY SCHOOL IN-SCHOOL SERVICE PROJECT,
(3) PROMOTION OF ECONOMIC DEVELOPMENT THROUGH
ENCOURAGING INNER CITY RESIDENTS TO OPERATE
THEIR OWN BUSINESSES, AND (4) MODEL
LEGISLATION. PURPOSE STATEMENTS,
SPECIFICATIONS, JUDGING CRITERIA, AND RATING
SHEETS ARE ALSO INCLUDED IN THIS MANUAL. (JS)

VT 013 504

FARIS, KAMIL J.; HAUSMANN, JOSEPH G.
REFRIGERATION II.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
PASSAIC COUNTY VOCATIONAL AND TECHNICAL HIGH
SCHOOL, PATTERSON, N.J.

MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$3.00).

PUB DATE - JUN71 281P.1971 REVISION.

DESCRIPTORS - *TRADE AND INDUSTRIAL
EDUCATION; *LESSON PLANS; *STUDY GUIDES;
*REFRIGERATION; *INSTRUCTIONAL MATERIALS;
*TECHNICAL EDUCATION; REFRIGERATION
MECHANICS; HAND TOOLS; ILLUSTRATIONS

ABSTRACT - INDIVIDUALLY AUTHORED IN
COOPERATION WITH RUTGERS UNIVERSITY, THIS
STUDY GUIDE IS INTENDED FOR USE IN VOCATIONAL
HIGH SCHOOLS AND ADULT EVENING PROGRAMS. THE
MATERIAL CAN BE USED TO FOCUS ON SPECIFIC
JOBS OR IN A CLUSTER APPROACH, AND IS
DESIGNED AS A 1-YEAR COURSE. DEVELOPED AS A
CONTINUATION OF ANOTHER GUIDE (VT 012 667,
AIM SUMMER 1971), THE UNITS (5-15) INCLUDED
IN THIS DOCUMENT COVER: (1) EXPANSION VALVES,
(2) REFRIGERANTS, (3) PIPING, (4) FIXTURES,
(5) INSULATION, (6) HEAT LOADS, AND (7)
INSTALLATION AND SERVICE. NUMEROUS
ILLUSTRATIONS ARE PRESENTED TO AID IN
UNDERSTANDING THE TASKS SET FORTH AND UNIT
ACHIEVEMENT TESTS ARE APPENDED. (GER)

VT 013 505

KARA, ALBERT; BREGMAN, RALPH
INTRODUCTION TO VOCATIONAL DISTRIBUTIVE
EDUCATION UNIT.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$1.50).

PUB DATE - MAR71 38P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*CAREER PLANNING; *COURSE CONTENT;
*INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS;
*OCCUPATIONAL GUIDANCE; TEACHING TECHNIQUES;
COURSE ORGANIZATION; OCCUPATIONAL
INFORMATION; CURRICULUM PLANNING; CAREER
OPPORTUNITIES

ABSTRACT - DEVELOPED BY A COMMITTEE OF
TEACHERS AND SUPERVISORS AND PILOT TESTED
THROUGHOUT THE STATE, THESE INSTRUCTIONAL
MATERIALS ARE INTENDED TO INTRODUCE STUDENTS
TO CAREER OPPORTUNITIES IN THE AREA OF
DISTRIBUTION. IN AS FAR AS POSSIBLE, A HANDS-
ON EXPLORATORY EXPERIENCE WAS INCLUDED IN A
NUMBER OF THE EXPLORATORY AREAS. THIS COURSE
OF STUDY COVERS A TIME SPAN OF 3 WEEKS AND IS
EXPECTED TO BE PRESENTED IN ONE 40-MINUTE
PERIOD PER DAY FOR 5 CONSECUTIVE DAYS, A
TOTAL OF 200 MINUTES PER WEEK. INCLUDED IN

THESE MATERIALS ARE AN OUTLINE OF CONTENT
STATED IN BEHAVIORAL OBJECTIVES AND
SUGGESTIONS FOR TEACHING THE COURSE. THE
APPENDIXES PROVIDE A PRE-TEST/POST-TEST, A
CALENDAR, AND A LIST OF RELATED ACTIVITIES. A
BIBLIOGRAPHY OF AVAILABLE BOOKS, FILMS,
FILMSTRIPS, AND POSTERS IS ALSO INCLUDED.
(AUTHOR/JS)

VT 013 507

MELETTA, EDWARD; BREGMAN, RALPH
DISTRIBUTIVE EDUCATION TRAINING SPONSORS
HANDBOOK.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$1.50).

PUB DATE - APR71 29P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*GUIDES; *BUSINESS RESPONSIBILITY; *WORK
EXPERIENCE PROGRAMS; *EMPLOYER EMPLOYEE
RELATIONSHIP; RESOURCE MATERIALS; INSTRUCTOR
COORDINATORS; COOPERATIVE EDUCATION; SCHOOL
COMMUNITY PROGRAMS

ABSTRACT - DEVELOPED BY A CURRICULUM
COMMITTEE AND PILOT TESTED THROUGHOUT THE
STATE, THIS HANDBOOK FOR TRAINING STATION
SPONSORS COVERS MOST OF THE GENERAL
PROCEDURES TO INSURE MEANINGFUL TRAINING OF
THE DISTRIBUTIVE EDUCATION STUDENT. MAJOR
SECTIONS OF THE HANDBOOK TREAT SUCH TOPICS AS
(1) WHAT ARE THE COORDINATOR'S
RESPONSIBILITIES TO THE TRAINING STATION? (2)
WHAT ARE THE TRAINING STATION'S
RESPONSIBILITIES TO THE COORDINATOR AND
STUDENTS? (3) HOW TO TEACH THE STUDENT-
TRAINEE, (4) HOW TO SUPERVISE THE TRAINEE'S
WORK, AND (5) WHAT RECORDS WILL YOU BE
REQUIRED TO MAINTAIN ON THE TRAINEE? ALSO
INCLUDED IN THIS HANDBOOK ARE NUMEROUS SAMPLE
FORMS AND CHECKLISTS. (JS)

VT 013 508

SCHWARTZ, MELVIN; BREGMAN, RALPH
DISTRIBUTIVE EDUCATION FOR THE DISADVANTAGED.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.

VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$1.50).

PUB DATE - MAR71 41P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*DISADVANTAGED YOUTH; *INNER CITY; *TEACHING
GUIDES; *STUDENT PROJECTS; EMPLOYMENT
OPPORTUNITIES; EMPLOYMENT QUALIFICATIONS;
COMMUNITY SURVEYS; COOPERATIVE EDUCATION;
RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS;
RETAILING

ABSTRACT - DEVELOPED BY A COMMITTEE OF TEACHERS AND SUPERVISORS, AND PILOT TESTED THROUGHOUT THE STATE, THIS RESOURCE MANUAL OF PROJECTS WAS PREPARED SPECIFICALLY FOR THE INNER CITY YOUTH. INCLUDED IN THE MANUAL ARE 10 PROJECTS DEALING WITH SUCH TOPICS AS: (1) CONSUMER PROTECTION, (2) SALESMANSHIP, (3) CREDIT, (4) RETAILING, (5) ENTRY-LEVEL JOB OPPORTUNITIES, AND (6) JOB QUALIFICATIONS FOR ENTRY-LEVEL JOBS IN CERTAIN BUSINESSES. SUPPLEMENTARY MATERIALS ON THE COMMUNITY SURVEY AND SUGGESTED TEACHING METHODS ARE ALSO GIVEN. DISTRIBUTIVE EDUCATION TEACHERS AND COORDINATORS SHOULD FIND THIS MANUAL USEFUL IN PLANNING LESSONS AND COURSES. (JS)

VT 013 509

COLLICT, GEORGE; CARUSO, PATRICK
TECHNICAL GRAPHICS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
MORRIS HILL HIGH SCHOOLS, ROCKAWAY, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$3.00).
PUB DATE - JAN71 302P.

DESCRIPTORS - *INDUSTRIAL ARTS; *ENGINEERING
GRAPHICS; *VOCATIONAL EDUCATION; *ORTHOGONAL
PROJECTION; SECONDARY GRADES; DRAFTING; POST
SECONDARY EDUCATION; DEFINITIONS; GEOMETRIC
CONCEPTS; STUDY GUIDES; *WORKBOOKS; TRADE AND
INDUSTRIAL EDUCATION

ABSTRACT - PREPARED BY A DRAFTING INSTRUCTOR
AND DEVELOPED AND TESTED IN A DRAFTING
DEPARTMENT, THIS WORKBOOK IS FOR STUDENT USE
IN HIGH SCHOOL AND POST HIGH SCHOOL TECHNICAL
DRAFTING COURSES. MAJOR UNITS INCLUDE: (1)
WHAT IS TECHNICAL GRAPHICS? (2) LETTERING
PRACTICES, (3) GEOMETRICAL CONSTRUCTIONS, (4)
ORTHOGRAPHIC PROJECTION--"POINTS," "LINES,"
"PLANES," AND "SOLIDS," (5) SHORTEST
DISTANCES, AND (6) INTERSECTIONS. SEVERAL
LESSONS ARE INCLUDED WITH EACH UNIT, AND
CONTAIN STATED PURPOSES, ILLUSTRATIONS,
PROBLEMS, AND ASSIGNMENTS. LISTS OF
DEFINITIONS AND FORMULAS ARE INCLUDED. (GEB)

VT 013 510

ZELKC, ELMER V.; PREGMAN, RALPH
A GUIDE TO DISTRIBUTIVE EDUCATION
COORDINATION.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
MF AVAILABLE IN VT-ERIC SET.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 4103 BUILDING, KILMER
CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
(\$1.50).
PUB DATE - APR71 37P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION;
*TEACHING GUIDES; *INSTRUCTOR COORDINATORS;
PROGRAM PLANNING; *PROGRAM COORDINATION;

YOUTH CLUBS; COMMUNITY SURVEYS; *TEACHER
ROLE; COOPERATIVE EDUCATION

ABSTRACT - DEVELOPED BY A COMMITTEE OF
TEACHERS AND SUPERVISORS, AND PILOT TESTED
THROUGHOUT THE STATE, THIS TEACHER'S GUIDE TO
DISTRIBUTIVE EDUCATION COORDINATION SHOULD
PROVE USEFUL IN PLANNING BOTH COURSES AND
LESSONS. DIVIDED INTO TWO MAJOR SECTIONS ON
COORDINATING PRACTICES AND TRAINING
AGREEMENTS AND PLANS, TOPICS SUCH AS THE
FOLLOWING ARE DISCUSSED: (1) ADMINISTRATION-
GUIDANCE-FACULTY COORDINATION, (2) TRAINING
STATICS, (3) ADVISORY COMMITTEES, (4) FIELD
TRIPS, (5) DISTRIBUTIVE EDUCATION CLUBS OF
AMERICA (DECA), (6) SURVEYS, (7)
COMMUNICATION, AND (8) VALUES OF TRAINING
AGREEMENTS AND PLANS. ALSO INCLUDED ARE
SAMPLE FORMS FOR TRAINING AGREEMENTS AND
TRAINING PLANS. (JS)

VT 013 511

AUTOMOTIVE MECHANICS, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA.
DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC
INSTRUCTION, HARRISBURG. BUREAU OF
VOCATIONAL, TECHNICAL, AND CONTINUING
EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATIVE
BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE,
PITTSBURGH, PA. 15213 (\$4.00, FOR LIBRARIES
OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY,
ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE
TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
PUB DATE - SEP68 103P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION);
*AUTO MECHANICS; *TRADE AND INDUSTRIAL
EDUCATION; VOCATIONAL EDUCATION; *CURRICULUM
GUIDES; REFERENCE MATERIALS; ENGINES;
RECORDKEEPING; *INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY A CURRICULUM STAFF,
THIS PUBLICATION OUTLINES LEARNING PATTERNS
WHICH MAY BE USED BY THE CREATIVE TEACHER IN
OCCUPATIONAL EDUCATION IN THE AREA OF AUTO
MECHANICS. GENERAL OBJECTIVES OF THE COURSE
ARE TO HELP THE STUDENT TO DIAGNOSE AND
TROUBLE-SHOOT AUTOMOTIVE PROBLEMS, TO LEARN
TO SERVICE AUTOMOBILES, AND TO LEARN TO
MAINTAIN ACCURATE RECORDS. THE RECOMMENDED
TIME FOR THE COURSE IS 57 TO 72 WEEKS.
SPECIFIC UNITS INCLUDE: (1) SHOP PRACTICES,
(2) TIRE SERVICE, (3) BRAKES, (4) SUSPENSION,
(5) STEERING SYSTEM, (6) STATE INSPECTION
TECHNIQUES, (7) POWER TRAINS, (8) FUEL
SYSTEM, (9) ELECTRICAL SYSTEM, AND (10) THE
ENGINE. EACH UNIT CONTAINS SPECIFIC
OBJECTIVES, LEARNING ACTIVITIES, AND
REFERENCES. A BIBLIOGRAPHY IS INCLUDED. A
RELATED DOCUMENT IS AVAILABLE IN THIS ISSUE
AS VT 013 512. (GEB)

VT 013 512

AUTOMOTIVE SERVICE, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA.
DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC
INSTRUCTION, HARRISBURG. BUREAU OF

VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION.
 MF AVAILABLE IN VT-ERIC SET.
 PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AT FORBES AVENUE, PITTSBURGH, PA. 15213 (\$4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, MAKE CHECK PAYABLE TO THE PITTSBURGH BOARD OF PUBLIC EDUCATION--ORDERS MUST BE PREPAID).
 PUB DATE - NOV68 83P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION); *AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; SERVICE EDUCATION; VOCATIONAL EDUCATION; *CURRICULUM GUIDES; REFERENCE MATERIALS; *INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED BY A CURRICULUM STAFF, THIS PUBLICATION OUTLINES LEARNING PATTERNS WHICH MAY BE USED BY THE CREATIVE TEACHER IN OCCUPATIONAL EDUCATION IN THE AREA OF AUTOMOTIVE SERVICE. GENERAL OBJECTIVES OF THE COURSE ARE TO HELP THE STUDENT LEARN HOW TO ANALYZE AUTOMOTIVE DIFFICULTIES, DIRECT THE REPAIR OF AUTOMOBILES, DISPLAY MARKETABLE MECHANICAL SKILLS, AND INTERPRET HIS ACCOMPLISHMENTS. THE RECOMMENDED TIME FOR THE COURSE IS 62 TO 82 WEEKS, AND THE SUGGESTED TEXT IS "AUTOMOTIVE MECHANICS FUNDAMENTALS" BY MARTIN W. STOCKEL, PUBLISHED BY GOODHEART-WILCOX CO., INC., HOMewood, ILLINOIS. SPECIFIC UNITS INCLUDE: (1) PLANT, (2) GENERAL SERVICE, (3) LUBRICATION SERVICE, (4) ENGINE SERVICE, (5) ELECTRICAL SERVICE, (6) TIRE SERVICE, (7) BRAKE SERVICE, (8) EXHAUST SYSTEM, (9) SUSPENSION, AND (10) CLUTCHES. EACH UNIT CONTAINS SPECIFIC OBJECTIVES, LEARNING ACTIVITIES, AND REFERENCES. A BIBLIOGRAPHY AND AN APPENDIX ARE INCLUDED. A RELATED DOCUMENT IS AVAILABLE IN THIS ISSUE AS VT 013 511. (GB)

VT 013 513
 SMALL GAS ENGINES I, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION. PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION
 MF AVAILABLE IN VT-ERIC SET.
 PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATIVE BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 (\$4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDER MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
 PUB DATE - SEP68 61P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *CURRICULUM GUIDES; *ENGINES; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); COURSE CONTENT; COURSE OBJECTIVES; COURSE ORGANIZATION; BIBLIOGRAPHIC CITATIONS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS COURSE OF STUDY HAS BEEN CONSTRUCTED TO DEVELOP A BASIC KNOWLEDGE OF THE THEORIES AND PRACTICES WHICH UNDERLIE ALL GASOLINE ENGINE REPAIR. BASICALLY, THE CURRICULUM IS DESIGNED TO PRESENT AN OVERVIEW OF ELEMENTARY KNOWLEDGE OF ENGINE REPAIR AND

TO DEVELOP SKILLS WHICH WILL BE USED IN ENTRY LEVEL POSITIONS RELATED TO EMPLOYMENT IN THE SMALL GAS ENGINE MARKET. TOPICS ARE: (1) SHCP PRACTICES AND GENERAL SAFETY RULES, (2) PRINCIPLES OF SMALL GASOLINE ENGINE OPERATION, (3) FASTENERS, (4) COMMON TOOLS, (5) SMALL ENGINE DESIGN, FUNCTION, AND MECHANICS, (6) COOLING SYSTEM, (7) LUBRICATION SYSTEMS, (8) FUEL SYSTEMS, (9) ELECTRICAL SYSTEMS, AND (10) TROUBLE-SHOOTING AND REPAIR. THE CONTENT IS PRESENTED BY TOPICS FOR STUDY WITH SUGGESTED STUDENT LEARNING ACTIVITIES AND EVALUATING PROCEDURES. A BIBLIOGRAPHY IS APPENDED. A RELATED DOCUMENT, "SMALL GAS ENGINES II," IS AVAILABLE IN THIS ISSUE AS VT 013 514. (GB)

VT 013 514
 SMALL GAS ENGINES II, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION. PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION
 MF AVAILABLE IN VT-ERIC SET.
 PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATIVE BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 (\$4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
 PUB DATE - AUG69 40P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *CURRICULUM GUIDES; *ENGINES; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); COURSE CONTENT; COURSE OBJECTIVES; COURSE ORGANIZATION; BIBLIOGRAPHIC CITATIONS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS COURSE OF STUDY HAS BEEN CONSTRUCTED TO DEVELOP A BASIC KNOWLEDGE OF THE THEORIES AND PRACTICES OF ALL GASOLINE ENGINE REPAIR. BASICALLY, THE CURRICULUM IS DESIGNED TO PRESENT AN OVERVIEW OF ELEMENTARY KNOWLEDGE OF ENGINE REPAIR AND TO DEVELOP SKILLS WHICH WILL BE USED IN ENTRY LEVEL POSITIONS RELATED TO EMPLOYMENT IN THE SMALL GAS ENGINE MARKET. TOPICS ARE: (1) CONSTRUCTION OF MULTIPLE CYLINDER ENGINES, (2) ORDERING AND STOCKING OF PARTS, (3) DRIVE SYSTEMS, (4) CLUTCH, (5) TRANSMISSION, AND (6) PRODUCT SERVICES. THE CONTENT IS PRESENTED BY TOPICS FOR STUDY WITH SUGGESTED STUDENT LEARNING ACTIVITIES AND EVALUATING PROCEDURES. A BIBLIOGRAPHY IS APPENDED. A RELATED DOCUMENT, "SMALL GAS ENGINES I," IS AVAILABLE IN THIS ISSUE AS VT 013 513. (GB)

VT 013 515
 MEDICAL I, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION. PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION.
 MF AVAILABLE IN VT-ERIC SET.
 PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE,

PITTSBURGH, PA. 15213 (\$4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
PUB DATE - NOV68 43P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION;
*CURRICULUM GUIDES; *HEALTH EDUCATION;
*COMMUNITY HEALTH; *HEALTH OCCUPATIONS;
FILMS; BIBLIOGRAPHIC CITATIONS; LEARNING ACTIVITIES; AUDIOVISUAL AIDS

ABSTRACT - THIS COURSE OF STUDY IS AN EXPLORATORY COURSE CONSTRUCTED TO DEVELOP A KNOWLEDGE OF COMMUNITY HEALTH SERVICES AND HEALTH OCCUPATIONS. TOPICS ARE: (1) THE STUDENT AND A HEALTH FOUNDATION, (2) COMMUNITY HEALTH, AND (3) HEALTH OCCUPATIONS. THE GUIDE HAS THREE AREAS WHICH CONTAIN MATERIALS TO BE ADAPTED BY THE TEACHER FOR ANY GIVEN UNIT OF INSTRUCTION. ONE SECTION CONTAINS CONTENT MATTER WHICH INDICATES BASIC CONCEPTS FOR THE STUDENT TO DEVELOP. THE STUDENT LEARNING ACTIVITIES SECTION IS TO BE EXPANDED BY THE INDIVIDUAL TEACHER TO FIT THE LEARNING ENVIRONMENT AND STUDENTS. THE EVALUATION SECTION PROVIDES SUGGESTIONS FOR EVALUATING ANY GIVEN SET OF ACTIVITIES AND CONCEPTS. TEXT AND AUDIO-VISUAL REFERENCES SUGGESTED WITHIN EACH UNIT OF STUDY ARE INDICATED ON THE FINAL PAGE OF EACH UNIT. RELATED DOCUMENTS ARE AVAILABLE IN THIS ISSUE AS VT 013 516 AND VT 013 517. (GB)

VT 013 516
MEDICAL II, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA.
DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 (\$4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
PUB DATE - NOV68 53P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION;
*CURRICULUM GUIDES; *HEALTH EDUCATION;
*HEALTH OCCUPATIONS; *MEDICAL ASSISTANTS;
FILMS; BIBLIOGRAPHIC CITATIONS; LEARNING ACTIVITIES; AUDIOVISUAL AIDS; COMMUNICATION SKILLS; SKILL DEVELOPMENT

ABSTRACT - THIS DOCUMENT IS DESIGNED TO PROVIDE A BACKGROUND FOR THE STUDENT WHO ELECTS TO APPLY CLERICAL KNOWLEDGE AND SKILLS IN A HEALTH SERVICE SETTING. TOPICS ARE: (1) CONTACT SKILLS, (2) MEDICAL RECORDS, AND (3) DIAGNOSTIC AIDS. THE GUIDE HAS THREE AREAS WHICH CONTAIN MATERIALS TO BE ADAPTED BY THE TEACHER FOR ANY GIVEN UNIT OF INSTRUCTION. ONE SECTION CONTAINS CONTENT MATTER WHICH INDICATES BASIC CONCEPTS FOR THE STUDENT TO DEVELOP. THE STUDENT LEARNING ACTIVITIES SECTION IS TO BE EXPANDED BY THE INDIVIDUAL TEACHER TO FIT THE LEARNING ENVIRONMENT AND STUDENTS. THE EVALUATION SECTION PROVIDES SUGGESTIONS FOR EVALUATING ANY GIVEN SET OF

ACTIVITIES AND CONCEPTS. TEXT AND AUDIO-VISUAL REFERENCES SUGGESTED WITHIN EACH UNIT OF STUDY ARE INDICATED ON THE FINAL PAGE OF EACH UNIT. RELATED DOCUMENTS ARE AVAILABLE IN THIS ISSUE AS VT 013 515 AND VT 013 517. (GB)

VT 013 517
MEDICAL III, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA.
DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 (\$4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE TO THE PITTSBURGH BOARD OF PUBLIC EDUCATION).
PUB DATE - NOV68 99P.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION;
*CURRICULUM GUIDES; *HEALTH EDUCATION;
*MEDICAL ASSISTANTS; *NURSES AIDES; HEALTH OCCUPATIONS; FILMS; LEARNING ACTIVITIES;
AUDIOVISUAL AIDS; BIBLIOGRAPHIC CITATIONS

ABSTRACT - THIS COURSE OF STUDY FOR PROSPECTIVE NURSING ASSISTANTS IS DESIGNED TO PROVIDE THE STUDENT WITH A COMPREHENSIVE KNOWLEDGE OF EACH BODY SYSTEM AND TO PRESENT THE STUDENT WITH THE MEDICAL PROCEDURES ASSOCIATED WITH EACH SYSTEM AND WITH CARE OF THE WHOLE PATIENT. THE GUIDE HAS THREE AREAS WHICH CONTAIN MATERIALS TO BE ADAPTED BY THE TEACHER FOR ANY GIVEN UNIT OF INSTRUCTION. ONE SECTION CONTAINS CONTENT MATTER WHICH INDICATES BASIC CONCEPTS FOR THE STUDENT TO DEVELOP. THE STUDENT LEARNING ACTIVITIES SECTION IS TO BE EXPANDED BY THE INDIVIDUAL TEACHER TO FIT THE LEARNING ENVIRONMENT AND STUDENTS. THE EVALUATION SECTION PROVIDES SUGGESTIONS FOR EVALUATING ANY GIVEN SET OF ACTIVITIES AND CONCEPTS. TEXT AND AUDIO-VISUAL REFERENCES SUGGESTED WITHIN EACH UNIT OF STUDY ARE INDICATED ON THE FINAL PAGE OF EACH UNIT. RELATED DOCUMENTS ARE AVAILABLE IN THIS ISSUE AS VT 013 515 AND VT 013 516. (GB)

VT 013 518
HOME ECONOMICS, COURSE OF STUDY.

MIDDLETOWN CITY SCHOOL DISTRICT, OHIO.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 131P.

DESCRIPTORS - *HOMEMAKING EDUCATION;
*CURRICULUM GUIDES; MIDDLE SCHOOLS; HIGH SCHOOLS; LEARNING ACTIVITIES; CURRICULUM PLANNING

ABSTRACT - PREPARED BY A CITY SCHOOL DISTRICT, THIS CURRICULUM GUIDE PROVIDES INFORMATION ON THE CONTENT OF THE HOME ECONOMICS CURRICULUM FROM MIDDLE SCHOOL THROUGH HIGH SCHOOL. OBJECTIVES, SKILLS, SCOPE AND SEQUENCE, LEARNING ACTIVITIES, EVALUATION TECHNIQUES, AND REFERENCES ARE PROVIDED BY GRADE LEVEL FOR THESE SUBJECT MATTER AREAS: (1) PERSONAL, FAMILY, AND

COMMUNITY RELATIONS, (2) CHILD DEVELOPMENT, (3) FOODS, (4) CLOTHING AND TEXTILES, (5) HOUSING AND HOME FURNISHINGS, (6) FAMILY LIVING, (7) HOME ECONOMICS FOR SPECIAL EDUCATION, AND (8) VOCATIONAL PROGRAMS. (SB)

VT 013 520
UNIFIED ARTS, COURSE OF STUDY.

MIDDLETOWN CITY SCHOOL DISTRICT, CHIC.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 49P.

DESCRIPTORS - *INDUSTRIAL ARTS; *HOME ECONOMICS; *TEACHING GUIDES; *INSTRUCTIONAL MATERIALS; *UNIFIED STUDIES PROGRAMS; CURRICULUM GUIDES; SECONDARY GRADES; BIBLIOGRAPHIES; LEARNING ACTIVITIES

ABSTRACT - PREPARED THROUGH THE COMBINED EFFORTS OF TEACHERS AND COORDINATORS, THIS TEACHING GUIDE IS INTENDED TO SERVE AS A GUIDE FOR PERSONS TEACHING UNIFIED ARTS. UNIFIED ARTS IS DEFINED AS A COMBINATION OF INDUSTRIAL ARTS AND HOME ECONOMICS. THE MATERIAL INCLUDES GOALS AND OBJECTIVES, CONTENT TO BE COVERED, SUGGESTED ACTIVITIES, GOALS TO BE MASTERED, CONCEPTS AND GENERALIZATIONS TO BE DEVELOPED, AND DEVELOPMENTAL VALUES TO BE ACQUIRED. IN THE AREAS RELATED TO INDUSTRIAL ARTS THE FOLLOWING TOPICS ARE INCLUDED: (1) ELECTRICITY, (2) INDUSTRIAL METALS, (3) WOOD PRODUCTS, (4) MECHANICAL DRAWING, AND (5) EXPLORATORY PLASTICS. IN HOME ECONOMICS THE TOPICS ARE: (1) NUTRITION, (2) SEWING, AND (3) PERSONAL CARE AND GROOMING. A SEPARATE BIBLIOGRAPHY IS INCLUDED FOR EACH AREA. SEVERAL SUGGESTED ACTIVITIES ARE REPRESENTED BY LINE DRAWINGS, AND A LIST OF SUGGESTED PROJECTS IS INCLUDED. (GB)

VT 013 522
DYNAMICS OF HUMAN RELATIONSHIPS.

SCHENECTADY CITY SCHOOL DISTRICT, N.Y.
MF AVAILABLE IN VT-ERIC SET.
SCHENECTADY CITY SCHOOL DISTRICT, AUDIO-VISUAL DEPARTMENT, 564 BROADWAY, SCHENECTADY, NEW YORK 12305 (\$2.00).
PUB DATE - JUN66 88P.

DESCRIPTORS - *HOME ECONOMICS EDUCATION; *TEACHING TECHNIQUES; *HUMAN RELATIONS PROGRAMS; *FAMILY LIFE; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; COURSE CONTENT; COURSE ORGANIZATION; CONCEPT TECHNIQUES; FAMILY PLANNING; SOCIAL LIFE; *TEACHING GUIDES

ABSTRACT - DEVELOPED FOR USE EITHER ON A 1-SEMESTER OR 1-YEAR BASIS, THIS DOCUMENT OUTLINES CONCEPTS AND TEACHING METHODS FOR THE DYNAMICS OF HUMAN RELATIONS COURSE. THE COURSE, BASED UPON HOME ECONOMICS 12, HAS BEEN PLANNED TO MEET THE VARIED NEEDS OF 11TH AND 12TH GRADE STUDENTS AND TO CREATE A MORE THOROUGH UNDERSTANDING OF THE FAMILY AS A DYNAMIC SOCIAL INSTITUTION. CONCEPTS INCLUDED IN THE COURSE OF STUDY ARE: (1) ORIENTATION TO NURSERY SCHOOL AND THE FOUR YEAR OLD, (2) DEVELOPMENT OF THE INDIVIDUAL, (3) FAMILIES IN OUR SOCIETY, (4) MARRIAGE AS A WAY OF

LIFE, AND (5) PREPARATION FOR PARENTHOOD. THIS COURSE IS OFFERED AS AN ELECTIVE AND INVOLVES FIRST-HAND EXPERIENCES WITH 4-YEAR OLD CHILDREN. (JS)

VT 013 523
CURRICULUM GUIDE FOR VOCATIONAL ELECTRONICS, GRADES 11 AND 12.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION OF THE CITY OF CHICAGO, DEPARTMENT OF CURRICULUM, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 (\$3.50).
PUB DATE - 67 128P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRONICS; *CURRICULUM GUIDES; VOCATIONAL EDUCATION; GRADE 11; GRADE 12; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; BIBLIOGRAPHIES

ABSTRACT - PREPARED WITH THE HELP OF AN ADVISORY COMMITTEE, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING VOCATIONAL ELECTRONICS IN GRADES 11 AND 12. SPECIFIC UNITS INCLUDED FOR GRADE 11 ARE: (1) USE OF TOOLS, (2) PARTS IDENTIFICATION, (3) DIRECT CURRENT, ALTERNATING CURRENT, AND MAGNETIC CIRCUITS, (4) POWER SUPPLIES, AMPLIFIERS, TRANSMITTERS, AND RECEIVERS. UNITS FOR GRADE 12 INCLUDE: (1) NONSINUSOIDAL GENERATORS, (2) WAVESHAPERS, (3) TRANSDUCERS, (4) ELECTRONIC CONTROLS, AND (5) SYNCHROS AND SERVOS. THE UNITS ARE ORGANIZED TO PRESENT A LOGICAL PROGRESSION OF ELECTRONIC THEORY AND PRACTICAL SHOP ASSIGNMENTS, AND CONTAIN STATEMENTS FOR UNDERSTANDINGS, AN OUTLINE OF CONTENT, SUGGESTED LEARNING EXPERIENCES, A DEVELOPMENTAL VOCABULARY, AND A LIST OF RESOURCE MATERIALS. A BIBLIOGRAPHY OF BOOKS, FILMS, FILMSTRIPS, AND TRANSPARENCIES IS INCLUDED. (GB)

VT 013 524
CURRICULUM GUIDE FOR SYSTEMS II: ACCOUNTING.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION OF THE CITY OF CHICAGO, DEPARTMENT OF CURRICULUM, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 (\$2.50).
PUB DATE - 70 114P.

DESCRIPTORS - *BUSINESS EDUCATION; *ACCOUNTING; *CONCEPT TEACHING; *INSTRUCTIONAL MATERIALS; *CURRICULUM GUIDES; SECONDARY EDUCATION; COURSE CONTENT; RESOURCE MATERIALS; SYSTEMS APPROACH; COURSE OBJECTIVES

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE, THIS GUIDE IS DESIGNED TO AID TEACHERS AND STUDENTS IN UNDERSTANDING ACCOUNTING FROM A SYSTEMS POINT OF VIEW. TREATED IN THE CURRICULUM GUIDE ARE ADVANCED CONCEPTS SUCH AS INCOME TAXES, CORPORATE RECORDS AND REPORTS, AND THE ADAPTATION OF DATA PROCESSING EQUIPMENT AND PROCEDURES TO THE RECORDING OF BUSINESS INFORMATION AND THE PRODUCTION OF REPORTS. THE CURRICULUM GUIDE OFFERS SUGGESTIONS TO TEACHERS FOR MOTIVATING LEARNING AS WELL AS SUGGESTIONS TO AID IN

ORGANIZING THE ACCOUNTING COURSE. THE NINE INSTRUCTIONAL UNITS FOUND IN THE GUIDE INCLUDE: (1) REVIEW OF FIRST-YEAR BOOKKEEPING, (2) PARTNERSHIP ACCOUNTING, (3) CORPORATIONS, (4) ACCOUNTING FOR MANUFACTURING, AND (5) DEPARTMENTAL ACCOUNTING. EACH UNIT CONTAINS UNIT OBJECTIVES, AN OUTLINE OF THE CONTENT, AND RELATED ACTIVITIES. SAMPLE TAX FORMS ARE PROVIDED IN THE APPENDIX. (AUTHOR)

VT 013 525

CURRICULUM GUIDE FOR INTRODUCTION TO DATA PROCESSING, GRADES 11 AND 12.

CHICAGO BOARD OF EDUCATION, ILL.

MF AVAILABLE IN VT-ERIC SET.

BOARD OF EDUCATION OF THE CITY OF CHICAGO, DEPARTMENT OF CURRICULUM, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 (\$3.75).

PUB DATE - 69 115P.

DESCRIPTORS - *BUSINESS EDUCATION; *DATA PROCESSING; *INSTRUCTIONAL MATERIALS; *CURRICULUM GUIDES; *TEACHING TECHNIQUES; RESOURCE MATERIALS; COURSE CONTENT; COURSE ORGANIZATION; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE, THIS CURRICULUM GUIDE WAS PREPARED FOR USE IN AN INTRODUCTORY DATA PROCESSING COURSE. RECOMMENDED FOR GRADES 11 AND 12, THE COURSE IS INTENDED TO GIVE BOTH THE COLLEGE-BOUND AND THE VOCATIONALLY-ORIENTED STUDENT AN UNDERSTANDING OF DATA PROCESSING. ARRANGED IN OUTLINE FORMAT, THE GUIDE PRESENTS 10 UNITS WHICH INCLUDE: (1) COMPUTER CHARACTERISTICS, (2) THE INPUT-OUTPUT FUNCTION, (3) COMPUTER ORGANIZATION, (4) COMPUTER LANGUAGES, AND (5) NEW DEVELOPMENTS IN DATA PROCESSING. ADDITIONAL RESOURCE MATERIALS FOUND IN THIS GUIDE INCLUDE REPRESENTATIVE JOB CLASSIFICATIONS AND SALARY RANGES, SUGGESTED FIELD TRIPS, A SUGGESTED TIME SCHEDULE, A BIBLIOGRAPHY FOR STUDENTS, A BIBLIOGRAPHY FOR TEACHERS, AND NUMEROUS ILLUSTRATIONS. (EF)

VT 013 526

CURRICULUM GUIDE FOR VOCATIONAL ARCHITECTURAL DRAFTING, GRADES 11 AND 12.

CHICAGO BOARD OF EDUCATION, ILL.

MF AVAILABLE IN VT-ERIC SET.

BOARD OF EDUCATION OF THE CITY OF CHICAGO, DEPARTMENT OF CURRICULUM, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 (\$3.50).

PUB DATE - 68 259P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ARCHITECTURAL DRAFTING; RESOURCE MATERIALS; BIBLIOGRAPHIES; REFERENCE MATERIALS; *SECONDARY GRADES; VOCATIONAL EDUCATION; TECHNICAL ILLUSTRATION

ABSTRACT - COMPILED BY TEACHERS AND SUPERVISORS, THIS CURRICULUM GUIDE IS DESIGNED TO ACQUAINT TEACHERS WITH THE OBJECTIVES OF THE VOCATIONAL ARCHITECTURAL DRAFTING PROGRAM IN HIGH SCHOOLS AND TO PRESENT WAYS OF IMPLEMENTING METHODS AND TECHNIQUES OF INSTRUCTION. THE MATERIAL IS

DESIGNED IN A FLEXIBLE MANNER SO THAT INDIVIDUAL TEACHERS CAN USE IT TO BEST MEET THEIR INTERESTS, GOALS, AND NEEDS OF THE STUDENTS. FOUR MAJOR DIVISIONS ARE: (1) CONSTRUCTION DETAILS, (2) ARCHITECTURAL DESIGN: RESIDENTIAL, (3) PRESENTATION DRAWING, AND (4) ARCHITECTURAL DESIGN: INTERMEDIATE BUILDINGS. SEVERAL UNITS ARE DETAILED UNDER EACH DIVISION, AND EACH UNIT CONTAINS STATEMENTS FOR STUDENT UNDERSTANDING, AN OUTLINE OF CONTENT, SUGGESTED LEARNING EXPERIENCES, DISCUSSION, DEVELOPMENTAL VOCABULARY, AND SUGGESTED RESOURCE MATERIALS. THIS GUIDE, ILLUSTRATED WITH DRAWINGS AND PICTURES, IS FOR USE OVER A 2-YEAR PERIOD. A BIBLIOGRAPHY WHICH INCLUDES BOOKS, AN EXTENSIVE FILM LIST, SUGGESTED SLIDES, AND CATALOG AND BULLETIN LISTS IS PROVIDED. (GEB)

VT 013 527

CURRICULUM GUIDE FOR VOCATIONAL MACHINE DRAFTING, GRADES 11 AND 12.

CHICAGO BOARD OF EDUCATION, ILL.

MF AVAILABLE IN VT-ERIC SET.

BOARD OF EDUCATION OF THE CITY OF CHICAGO, DEPARTMENT OF CURRICULUM, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 (\$4.50).

PUB DATE - 68 319P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *DRAFTING; *CURRICULUM GUIDES; *TEACHING GUIDES; *VOCATIONAL EDUCATION; RESOURCE MATERIALS; BIBLIOGRAPHIES; SECONDARY GRADES; ORTHOGRAPHIC PROJECTION; ENGINEERING DRAWING

ABSTRACT - DEVELOPED FOR USE IN THE CHICAGO PUBLIC SCHOOLS, THIS CURRICULUM GUIDE PROVIDES AN AID TO THE TEACHER IN KEEPING STUDENTS ABREAST OF MODERN TECHNOLOGICAL PRACTICES IN MACHINE DRAFTING. THE COURSE IS DESIGNED FOR A 2-YEAR PERIOD, WITH GRADES 11 AND 12 AS THE SUGGESTED LEVEL. THE MATERIAL FOR THE FIRST 18 UNITS COVERS SKETCHING, TECHNICAL ILLUSTRATIONS, TECHNIQUES, MATHEMATICS, STRENGTH OF MATERIALS, AND DESIGN AND PRACTICE. THE LAST 13 UNITS ARE MORE CONCERNED WITH SPECIFIC AREAS SUCH AS GEARS, MECHANICAL DEVICES AND LINKAGE, TOOL AND DIES, AND FUNCTIONAL DRAFTING. EACH UNIT CONTAINS STATEMENTS FOR STUDENT UNDERSTANDINGS, AN OUTLINE OF CONTENT, SUGGESTED LEARNING EXPERIENCES, A DEVELOPMENTAL VOCABULARY, AND SUGGESTED RESOURCE MATERIALS. A BIBLIOGRAPHY OF BOOKS, CATALOGS, PAMPHLETS, AND FILMS IS INCLUDED. (GEB)

VT 013 528

CURRICULUM GUIDE FOR BUSINESS ORGANIZATION AND MANAGEMENT.

CHICAGO BOARD OF EDUCATION, ILL.

MF AVAILABLE IN VT-ERIC SET.

BOARD OF EDUCATION OF THE CITY OF CHICAGO, DEPARTMENT OF CURRICULUM, 228 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60601 (\$4.50).

PUB DATE - 68 237P.

DESCRIPTORS - *BUSINESS EDUCATION; *BUSINESS ADMINISTRATION; *TEACHING GUIDES; *COURSE

CONTENT; *INSTRUCTIONAL MATERIALS; MARKETING; COURSE ORGANIZATION; RESOURCE MATERIALS; CONCEPT TEACHING

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE, THIS COURSE OF STUDY IS INTENDED TO SERVE AS A FUNCTIONAL GUIDE TO ENABLE TEACHERS TO BETTER DEVELOP WITHIN STUDENTS' UNDERSTANDINGS AND APPRECIATIONS OF MODERN BUSINESS AND MANAGEMENT. ARRANGED IN OUTLINE FORM, THE TEN SECTIONS OF THE COURSE OF STUDY INCLUDE UNITS ON THE: (1) LEGAL FORMS OF OWNERSHIP, (2) INTERNAL STRUCTURE OF BUSINESS ORGANIZATION, (3) FINANCES: THE SOURCES AND USES OF MONEY, (4) MARKETING, (5) AUXILIARY SERVICES, AND (6) BUSINESS, GOVERNMENT, LABOR, AND THE PUBLIC. ALSO INCLUDED ARE A SUGGESTED TIME SCHEDULE, PUBLIC RELATIONS ACTIVITIES, A BIBLIOGRAPHY, AND NUMEROUS ILLUSTRATIONS. (JS)

VT 013 530
A GUIDE TO JEWELRY AND METAL CRAFTS.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION. IF AVAILABLE IN VT-ERIC SET. PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 (\$3.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION). PUB DATE - OCT69 103P.

DESCRIPTORS - *INDUSTRIAL ARTS; *DESIGN CRAFTS; *CURRICULUM GUIDES; *INSTRUCTIONAL MATERIALS; *HANDICRAFTS; SECONDARY GRADES; CREATIVE ACTIVITIES; SCHOOL SAFETY; ART MATERIALS

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE, THIS CURRICULUM GUIDE FOR INSTRUCTOR USE IN TEACHING JEWELRY AND METAL CRAFTS IN THE PUBLIC SCHOOLS, CAN BE USED TO BUILD A LEARNING PLAN FOR SECONDARY GRADES. GENERAL OBJECTIVES OF THE COURSE ARE TO DEVELOP THE STUDENT'S CREATIVE TALENTS, TO DEVELOP HIS ABILITY TO THE FULLEST, TO MAKE THE STUDENT MORE SENSITIVE TO GOOD DESIGN IN CRAFTS, AND TO INSTILL AN APPRECIATION OF THE CRAFTS. SOME AREAS DISCUSSED IN THIS DOCUMENT ARE: (1) MATERIALS, (2) TOOLS AND SUPPLIES, (3) TEACHING PROCEDURES, (4) PROJECTS, (5) SAFETY, AND (6) TECHNICAL INFORMATION. A LIST OF SUPPLY SOURCES FOR TOOLS AND MATERIALS, AND A LIST OF REFERENCE SOURCES INCLUDING FILMS AND SLIDES, PAMPHLETS, MAGAZINES, AND BOOKS ARE INCLUDED. PICTURES AND LINE DRAWINGS ARE USED FOR ILLUSTRATIONS. (GEB)

VT 013 531
COSMETOLOGY 1 AND 2, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION. PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION IF AVAILABLE IN VT-ERIC SET. PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE,

PITTSBURGH, PA. 15213 (\$5.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID -MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION). PUB DATE - NOV68 171P.

DESCRIPTORS - *CURRICULUM GUIDES; *COSMETOLOGISTS; *TRADE AND INDUSTRIAL EDUCATION; SERVICE OCCUPATIONS; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; CURRICULUM PLANNING

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE, THIS COURSE OF STUDY IS FOR TEACHER USE IN PLANNING A 2-YEAR (1,250 HOUR) COSMETOLOGY PROGRAM. UNITS IN COSMETOLOGY I STRESS: (1) SAFETY AND SANITARY PROCEDURES, (2) PROCEDURES IN MANICURING AND PEDICURING, (3) SHAMPOOING AND TREATMENT OF THE SCALP, (4) HAIRSTYLING PROCEDURES, (5) ANATOMY, (6) EFFECTS OF CHEMICAL HAIR STYLING AND TINTING, (7) COMPREHENSION OF MYOLOGY AND DERMATOLOGY, (8) APPLICATION OF COSMETICS, AND (9) PRACTICES FOR PROMOTING CUSTOMER RELATIONSHIPS AND SERVICES. UNITS IN COSMETOLOGY II STRESS: (1) SHOP MANAGEMENT, (2) SKELETAL, CIRCULATORY, AND MUSCULAR SYSTEMS OF THE BODY, (3) USE OF CHEMICALS, (4) ADVANCED METHODS OF HAIRSTYLING, (5) USE OF ELECTRICITY FOR THERAPEUTIC AND BEAUTIFYING PURPOSES, AND (6) REQUIREMENTS FOR STATE BOARD EXAMINATION. THE UNITS CONTAIN BEHAVIORAL OBJECTIVES, CONTENT MATTER USUALLY IN THE FORM OF GENERALIZATIONS, LEARNING ACTIVITIES, EVALUATIVE PROCEDURES, AND REFERENCES. (SB)

VT 013 532
DUPLICATION PROCESSES, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION. PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION IF AVAILABLE IN VT-ERIC SET. PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE, PITTSBURGH, PA. 15213 (\$4.00, FOR LIBRARIES OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY, ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE TO PITTSBURGH BOARD OF PUBLIC EDUCATION). PUB DATE - NOV68 66P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *GRAPHIC ARTS; *PRINTING; *PHOTOCOPYING; INDUSTRIAL ARTS; BIBLIOGRAPHIES; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; VOCATIONAL EDUCATION

ABSTRACT - DEVELOPED BY A CURRICULUM COMMITTEE, THIS CURRICULUM GUIDE PROVIDES FUNDAMENTAL CONCEPTS UPON WHICH TEACHERS CAN BUILD THEIR OCCUPATIONAL EDUCATIONAL COURSE OF DUPLICATION PROCESSES. THE GENERAL OBJECTIVES OF THIS COURSE ARE TO HELP THE STUDENT DISPLAY ENTRY-LEVEL SKILL IN OFFSET DUPLICATION, INTERPRET DESIRABLE WORK HABITS AND PERSONALITY TRAITS, AND DEMONSTRATE SELF-DIRECTION BY USING THE PROBLEM-SOLVING APPROACH. THIS 36 WEEK COURSE PROVIDES INSTRUCTION IN THE FOLLOWING AREAS: (1) LAYOUT AND DESIGN, (2) COLD TYPE COMPOSITION,

(3) CAMERAWORK, (4) STRIPPING NEGATIVES, (5) PLATEMAKING, (6) INK AND PAPER, (7) OFFSET PRESSWORK, (8) PHOTOCOPIING, AND (9) BINDERY. EACH UNIT HAS SPECIFIC OBJECTIVES, LEARNING ACTIVITIES, AND SUGGESTED REFERENCES. A BIBLIOGRAPHY AND AN APPENDIX OF RESOURCE MATERIALS ARE INCLUDED. (GB)

VT 013 533
HORTICULTURE II, COURSE OF STUDY.

PITTSBURGH BOARD OF PUBLIC EDUCATION, PA.
DIV. OF CURRICULUM AND INSTRUCTION.
PENNSYLVANIA STATE DEPT. OF PUBLIC
INSTRUCTION, HARRISBURG. BUREAU OF
VOCATIONAL, TECHNICAL, AND CONTINUING
EDUCATION
MF AVAILABLE IN VT-ERIC SET.
PITTSBURGH PUBLIC SCHOOLS, ADMINISTRATION
BUILDING, BELLEFIELD AVENUE AT FORBES AVENUE,
PITTSBURGH, PA. 15213 (\$4.00, FOR LIBRARIES
OF UNIVERSITIES AND SCHOOL DISTRICTS ONLY,
ORDERS MUST BE PREPAID--MAKE CHECKS PAYABLE
TO PITTSBURGH BOARD OF PUBLIC EDUCATION).
PLB DATE - NOV68 129P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*CURRICULUM GUIDES; *HORTICULTURE; *HIGH
SCHOOLS; *ORNAMENTAL HORTICULTURE;
FLORICULTURE; LANDSCAPING; GREENHOUSES;
NURSERIES (HORTICULTURE); DIAGRAMS;
BIBLIOGRAPHIC CITATIONS

ABSTRACT - THIS COURSE OF STUDY WAS DEVELOPED
FOR PROGRAMS TEACHING HORTICULTURE IN HIGH
SCHOOLS WHICH FOCUS UPON SATISFYING THOSE
MARKETS DEMANDING SALABLE HORTICULTURE
KNOWLEDGE AND SKILLS. A SECONDARY PURPOSE IS
TO GIVE THE STUDENT AN AVECCATION IN
HORTICULTURE FOR THE SAKE OF LIFE ENRICHMENT.
UNIT TOPICS ARE: (1) THE HORTICULTURE
INDUSTRY, (2) GREENHOUSE CRCP PRODUCTION, (3)
TURF ESTABLISHMENT AND MAINTENANCE, (4)
WINTER CULTURE, (5) HORTICULTURE MECHANICS,
(6) FLORISTRY, (7) LANDSCAPE DESIGN AND
ESTABLISHMENT, (8) NURSERY PRODUCTION AND
LANDSCAPE MAINTENANCE, (9) BEDDING PLANTS,
AND (10) PRODUCTION GARDENING. THE CONTENT IS
PRESENTED BY TOPICS FOR STUDY WITH SUGGESTED
STUDENT LEARNING ACTIVITIES AND EVALUATING
PROCEDURES. A RECOMMENDED TIME TABLE IS
INCLUDED, AND A BIBLIOGRAPHY AND A SUGGESTED
FACILITIES DIAGRAM ARE APPENDED. (GB)

VT 013 538
OPHEIM, EARL L., AND OTHERS
COURSE OF STUDY FOR EDUCATION AND VOCATIONAL
PLANNING.

MASON CITY COMMUNITY SCHOOLS, IOWA. DEPT. OF
CURRICULUM.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 67 53P.

DESCRIPTORS - *VOCATIONAL EDUCATION;
*OCCUPATIONAL GUIDANCE; *TEACHING GUIDES;
OCCUPATIONAL INFORMATION; JUNIOR HIGH
SCHOOLS; GUIDANCE FUNCTIONS; *OCCUPATIONAL
TESTS; RESOURCE MATERIALS; MEASUREMENT
INSTRUMENTS; BIBLIOGRAPHIES
IDENTIFIERS - OCCUPATIONAL EXPLORATIONS

ABSTRACT - DEVELOPED BY JUNIOR HIGH SCHOOL

COUNSELORS, THIS COURSE OF STUDY FOR
EDUCATIONAL AND VOCATIONAL PLANNING IS FOR
TEACHER OR COUNSELOR USE IN HELPING A STUDENT
REALIZE THE POSSIBILITIES OPEN TO HIM FOR A
VOCATION. GENERAL OBJECTIVES INCLUDE HELPING
THE STUDENT TO APPRAISE HIMSELF, TO EXPLORE
OCCUPATIONAL GROUPS, TO ASCERTAIN THE
COMPATIBILITY OF HIS PERSONAL QUALITIES WITH
THE DEMANDS OF PARTICULAR OCCUPATIONS, AND TO
DEVELOP AN APPRECIATION FOR THE DIGNITY OF
WORK AND THE CONTRIBUTIONS MADE TO SOCIETY BY
ALL WORKERS. UNITS INCLUDE: (1) SELF-
APPRAISAL, (2) OCCUPATIONAL TRENDS, (3)
OCCUPATIONAL EXPLORATION, AND (4) EDUCATIONAL
PLANNING. EACH UNIT CONTAINS SPECIFIC
OBJECTIVES, AN INITIATION OF THE UNIT, A LIST
OF RESOURCE MATERIALS, SUGGESTED ACTIVITIES,
AND INSTRUMENTS TO BE USED FOR INVENTORY
PURPOSES. HEAVY RELIANCE IS PLACED ON
COMMERCIALLY PREPARED INVENTORY INSTRUMENTS.
(GB)

VT 013 541
FOREST SERVICE HEALTH AND SAFETY CODE. YOUR
GUIDE TO SAFE PRACTICE.

FOREST SERVICE (DCA), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(A13.36/2:H34/97C).
PUB DATE - MAR70 395P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*SAFETY; *SAFETY EDUCATION; *HEALTH GUIDES;
*FORESTRY; GUIDELINES; ACCIDENT PREVENTION;
INSTRUCTIONAL MATERIALS
IDENTIFIERS - *UNITED STATES FOREST SERVICE;
FOREST SERVICE

ABSTRACT - THIS DOCUMENT IS THE PRIMARY GUIDE
TO SAFE CONDITIONS AND PRACTICES FOR ALL
FOREST SERVICE ACTIVITIES. THE CODE SHOULD BE
USED (1) AS A STARTING POINT FOR THE
DEVELOPMENT OF SPECIAL SAFETY PLANS FOR
SPECIFIC, INDIVIDUAL PROJECTS, AND (2) AS
INSTRUCTION AND STIMULUS FOR THE INDIVIDUAL
WORKER IN THE DEVELOPMENT OF SAFE WORK
PROCEDURES AND HABITS. (AUTHOR/GB)

VT 013 545
ADVANCED HOMEMAKING 88-88, AN INSTRUCTIONAL
GUIDE.

LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF
INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB-X-72
PUB DATE - 67 44P.

DESCRIPTORS - *HOMEMAKING EDUCATION;
*TEACHING GUIDES; *JUNIOR HIGH SCHOOLS;
LEARNING ACTIVITIES; INDIVIDUAL DEVELOPMENT;
FAMILY RELATIONSHIP; CURRICULUM PLANNING;
TEENAGERS

ABSTRACT - DEVELOPED BY A CURRICULUM
CONSTRUCTION COMMITTEE, THIS GUIDE IS FOR
TEACHER USE IN PLANNING AN 18-WEEK ADVANCED
HOMEMAKING COURSE EMPHASIZING PERSONAL
DEVELOPMENT AND FAMILY RELATIONS AT THE
JUNIOR HIGH SCHOOL LEVEL. ANTICIPATED
OUTCOMES, CONTENT SUGGESTIONS, LEARNING

ACTIVITIES, GENERALIZATIONS, AND RESOURCES ARE PROVIDED FOR THESE MAJOR TOPICS: (1) SATISFACTIONS AND CHALLENGES OF TEEN YEARS, (2) SOCIAL SKILLS IN TEEN FRIENDSHIPS, (3) RELATIONSHIPS WITH YOUNGER CHILDREN, AND (4) HELPFULNESS IN TIME OF ILLNESS. (SB)

VT 013 546

DUVALL, BARRY, AND OTHERS
AN INTRODUCTION TO TECHNOLOGY: ENERGY, INFORMATION, PROCESSES, MACHINES, AND MATERIALS.

INDIANA STATE UNIV., TERRE HAUTE. DIV. OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 68 64P.

DESCRIPTORS - *INDUSTRIAL EDUCATION;
*INDUSTRIAL ARTS; *CURRICULUM GUIDES;
*INDUSTRIAL TECHNOLOGY; *CONCEPTUAL SCHEMES;
ENERGY; INSTRUCTIONAL MATERIALS; MACHINE TOOLS; INFORMATION PROCESSING; LEARNING PROCESSES; BUILDING MATERIALS

ABSTRACT - DEVELOPED BY INDIVIDUALS ON THE STAFF OF THE DIVISION OF INDUSTRIAL EDUCATION AT INDIANA STATE UNIVERSITY, THIS DOCUMENT IS DESIGNED TO PROVIDE CONCEPTUAL FRAMEWORKS THROUGH WHICH SPECIFIC LAB AND SHOP ACTIVITIES CAN BE INTERRELATED. THESE FRAMEWORKS CAN HELP THE STUDENT FIND THE SIMILARITIES OF A WIDE RANGE OF TECHNOLOGICAL ACTIVITIES AND PROVIDE THE TEACHER WITH THEMES AND CONNECTORS FOR TYING TOGETHER MANY DIFFERENT STUDENT LEARNING EXPERIENCES. THIS DOCUMENT IS INTENDED FOR INDUSTRIAL ARTS AND TECHNICALLY-ORIENTED TEACHERS WHO ARE TEACHING INTRODUCTORY COURSES SUCH AS WOODS, METALS, GRAPHICS, AND ELECTRONICS AT THE HIGH SCHOOL LEVEL. SPECIFIC UNITS ARE: (1) ENERGY, (2) INFORMATION, (3) PROCESSES, (4) MACHINES, (5) MATERIALS. SELECTED REFERENCES ARE PROVIDED FOR EACH OF THE FIVE UNITS, AND THE GUIDE IS ILLUSTRATED WITH LINE DRAWINGS. (AUTHOR/GER)

VT 013 547

INDUSTRIAL WOODWORKING, AN INSTRUCTIONAL GUIDE.

LCS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 68 121P.

DESCRIPTORS - *WOODWORKING; *INDUSTRIAL ARTS;
*TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; CONSTRUCTION (PROCESS); PATTERNMaking; MASONRY; SCHOOL SAFETY; TESTS; INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY TEACHER-SUPERVISOR COMMITTEES, THIS GUIDE IS FOR TEACHER USE IN PLANNING DAY-TO-DAY INSTRUCTION IN INDUSTRIAL WOODWORKING. PRESENTED IN A 2-COLUMN FORMAT, THIS MATERIAL IS FOR USE OVER A PERIOD OF SIX SEMESTERS AND INCLUDES INDUSTRIAL WOODWORKING FOR BOTH INDUSTRIAL ARTS AND INDUSTRIAL OCCUPATIONS. MAJOR AREAS INCLUDE: (1) BASIC WOODWORKING PRINCIPLES SUCH AS FASTENERS, CUTTING TOOLS, MACHINES, ETC., (2) HOUSE CONSTRUCTION, (3) MASONRY, (4) PATTERNMaking,

AND (5) UPHOLSTERY. A SERIES OF GENERAL INFORMATION UNITS, A LIST OF SAFETY RULES, AND A SIMPLE SAFETY TEST ARE INCLUDED. (GER)

VT 013 549

MERCHANDISE PRICING, INSTRUCTOR'S MANUAL.

SMALL BUSINESS ADMINISTRATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (SBA 1.24:2C, \$2.00).
PUB DATE - 70 70P.

DESCRIPTORS - *BUSINESS EDUCATION;
*MERCHANDISING; *MANAGEMENT DEVELOPMENT;
*ADULT EDUCATION; *TEACHING GUIDES;
RETAILING; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; LESSON PLANS

ABSTRACT - DEVELOPED TO BRING SOUND MANAGEMENT PRINCIPLES AND MODERN TECHNIQUES TO OWNERS AND MANAGERS OF SMALL BUSINESSES, THIS TEACHING MANUAL SHOULD BE USEFUL IN ESTABLISHING AND MAINTAINING MANAGEMENT PROGRAMS. *MERCHANDISE PRICING* IS THE TWENTIETH INSTRUCTOR'S MANUAL IN THE SERIES OF SUBJECT PRESENTATIONS DESIGNED TO STRENGTHEN AND IMPROVE THE MANAGEMENT CAPABILITIES OF SMALL BUSINESSMEN. SUFFICIENT LECTURE MATERIAL IS CONTAINED IN THE MANUAL FOR A 45 TO 60 MINUTE PRESENTATION INTERSPERSED WITH 16 TRANSPARENCIES. HOWEVER, THIS MATERIAL CAN BE TREATED IN A MORE EXTENSIVE MANNER BY MAKING USE OF FILMS AND CASE STUDIES. MAJOR SECTIONS OF THE COLOR-CODED MANUAL INCLUDE THE: (1) LESSON PLAN, (2) PRESENTATION, (3) VISUAL AIDS, AND (4) CASES IN POINT. NUMEROUS ILLUSTRATIONS AND A BIBLIOGRAPHY ARE ALSO INCLUDED. (AUTHOR/JS)

VT 013 569

DENTAL TECHNICIAN, PROSTHETIC.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
MF AVAILABLE IN VT-ERIC SET.
NAVPER-10685-C
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (D208.11:D43/965, \$4.00).
PUB DATE - 71 359P. 1965 REVISION.

DESCRIPTORS - *HEALTH OCCUPATIONS EDUCATION;
VOCATIONAL EDUCATION; *STUDY GUIDES; *DENTAL TECHNICIANS; MILITARY TRAINING; PARAMEDICAL OCCUPATIONS; *LABORATORY TECHNOLOGY;
*DENTISTRY
IDENTIFIERS - *DENTAL PROSTHESES

ABSTRACT - THIS STUDY GUIDE IS INTENDED AS A BASIC TEXT FOR STUDENTS IN DENTAL TECHNICIAN, PROSTHETIC, SCHOOLS PREPARING THEMSELVES FOR ADVANCEMENT IN RATE OR RATING, AND AS A CONSTANT SOURCE OF REFERENCE FOR DENTAL TECHNICIANS. CONTENTS INCLUDE CHAPTERS ON: (1) PREPARING FOR ADVANCEMENT IN RATING, (2) ANATOMY, (3) DENTAL MATERIALS, (4) COMPLETE DENTURES, (5) REMOVABLE PARTIAL DENTURES, AND (6) INLAIS, CROWNS, AND FIXED PARTIAL DENTURES. THIS DOCUMENT COVERS ONLY THE PROFESSIONAL (TECHNICAL) QUALIFICATIONS

NECESSARY FOR ADVANCEMENT IN THE SPECIALTY OF PROSTHETICS. THE GUIDE IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS AND DRAWINGS. (GEB)

VT 013 575

TURNER, J. HOWARD; SMITH, GEORGE W., JR.
SMALL ENGINES; CARE--OPERATION--MAINTENANCE--REPAIR. VOLUME I OF TWO VOLUMES.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.
OFFICE OF EDUCATION (CHEW), WASHINGTON, D.C.
DOCUMENT NOT AVAILABLE FROM EDRS.
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ENGINEERING CENTER, ATHENS, GEORGIA 30601 (\$6.15).
PUB DATE - JUN71 157P.

DESCRIPTORS - *TEXTBOOKS; *VOCATIONAL AGRICULTURE; *AUTO MECHANICS; *ENGINES; JUNIOR HIGH SCHOOLS; ILLUSTRATIONS; REFERENCE MATERIALS; *MAINTENANCE; INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY EDUCATORS AND GOVERNMENT, BUSINESS, AND INDUSTRY CONSULTANTS, THIS REFERENCE IS FOR STUDENT AND TEACHER USE AS PART OF A COURSE ON THE CARE AND OPERATION OF SMALL ENGINES. MAJOR TOPICS INCLUDE: (1) IDENTIFYING TYPES OF SMALL ENGINES, (2) CLEANING SMALL ENGINES, (3) SERVICING CARBURETOR AIR CLEANERS, (4) SERVICING FUEL STRAINERS, (5) SERVICING CRANKCASE BREATHERS, (6) LUBRICATING SMALL ENGINES, (7) REFUELING SMALL ENGINES, (8) SERVICING SPARK PLUGS, (9) CHECKING AND ADJUSTING CARBURETORS, (10) CHECKING COMPRESSION, (11) CHECKING AND SERVICING BATTERIES, (12) STARTING ENGINES, (13) OPERATING ENGINES, AND (14) STOPPING ENGINES. THIS MATERIAL IS DESIGNED FOR USE IN JUNIOR HIGH SCHOOL VOCATIONAL PROGRAMS, AND THE TEACHER SHOULD HAVE SOME BASIC BACKGROUND. SUGGESTED SUPPLEMENTARY MEDIA INCLUDE A SLIDE SET AND TRANSPARENCIES. THE VOLUME IS EXTENSIVELY ILLUSTRATED IN COLOR, AND INCLUDES AN OWNER'S ENGINE INFORMATION FORM AND A LIST OF REFERENCES. THIS DOCUMENT IS A REVISION OF A PREVIOUS ONE AVAILABLE AS ED 025 608 OR VT 006 206 (AIM SPRING 1969), AND VOLUME II OF THIS 2-PART REFERENCE IS AVAILABLE AS VT 006 290 (AIM SPRING 1969). (GEB)

VT 013 576

POLICE REPORT WRITING. CALIFORNIA PEACE OFFICERS' TRAINING SERIES 74.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
DOCUMENTS AND PUBLICATIONS, OFFICE OF PROCUREMENT STORES, DEPARTMENT OF GENERAL SERVICES, P.O. BOX 20191, SACRAMENTO, CALIFORNIA 95820 (\$1.31).
PUB DATE - 64 10SP.

DESCRIPTORS - *VOCATIONAL EDUCATION; *STUDY GUIDES; *REFERENCE MATERIALS; *REPORTS; *WRITING; LAW ENFORCEMENT; TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL MATERIALS; POLICE SEMINARS; JOB TRAINING

ABSTRACT - DEVELOPED BY THE DEPARTMENT OF EDUCATION IN COOPERATION WITH THE LOCAL POLICE DEPARTMENT, THIS REFERENCE GUIDE IS DESIGNED TO HELP THE LAW ENFORCEMENT OFFICER KNOW EXACTLY WHAT REPORTS HE IS REQUIRED TO MAKE AND HOW TO WRITE THEM. THE STANDARD METHODS OF REFERRING TO AND DESCRIBING PEOPLE, PLACES, AND PROPERTY THAT HAVE BEEN DEVELOPED FOR USE IN POLICE REPORT WRITING ARE PRESENTED IN THIS PUBLICATION. CHAPTER TOPICS INCLUDE: (1) REQUISITES OF A GOOD REPORT, (2) KINDS OF POLICE REPORTS, (3) THE WRITING PROCESS, (4) REFERENCES TO THE MAIN ELEMENTS IN A REPORT, (5) PREPARATION OF NARRATIVE REPORTS, (6) DESCRIPTION OF PERSONS, VEHICLES, AND PROPERTY OTHER THAN VEHICLES, AND (7) CRIME REPORTS REQUIRED BY STATUTE. (GEB)

VT 013 577

BEAT PATROL AND OBSERVATION. CALIFORNIA STATE PEACE OFFICERS' TRAINING SERIES 65.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
DOCUMENTS AND PUBLICATIONS, OFFICE OF PROCUREMENT STORES, DEPARTMENT OF GENERAL SERVICES, P.O. BOX 20191, SACRAMENTO, CALIFORNIA 95820 (\$1.05).
PUB DATE - 63 61P.

DESCRIPTORS - *POLICE SEMINARS; *LESSON PLANS; *INSTITUTES (TRAINING PROGRAMS); POLICE COMMUNITY RELATIONSHIP; INSTRUCTIONAL MATERIALS; *TEACHING GUIDES; *VOCATIONAL EDUCATION; LAW ENFORCEMENT

ABSTRACT - THIS SERIES OF LESSON PLANS WAS DEVELOPED TO PROVIDE A BASIC OUTLINE FOR TRAINING IN BEAT PATROL AND OBSERVATION. IT IS INTENDED AS A GUIDE FOR THE INSTRUCTOR, AND UNITS MAY BE ADDED OR SUBTRACTED TO FIT LOCAL NEEDS. TOPICS ARE: (1) PURPOSES AND TYPES OF PATROL, (2) PREPARATION FOR THE TOUR OF DUTY, (3) COMMUNICATIONS FOR BEAT PATROLMEN, (4) COVERING THE BEAT, (5) INSPECTIONAL PROCEDURES, (6) ANSWERING CALLS--AUTO PATROL, (7) HOW TO RECOGNIZE AND CONTROL HAZARDS, (8) CRIME PREVENTION TECHNIQUES AND ACTIVITIES, (9) MISCELLANEOUS SERVICE, (10) OBSERVATION IN GENERAL, (11) OBSERVATION IN GENERAL, (11) OBSERVATION OF PERSONS, AND (12) OBSERVATION OF THINGS AND CIRCUMSTANCES. THE FORMAT FOR EACH LESSON PLAN INCLUDES THE COURSE TITLE, LESSON TOPIC, OBJECTIVES, MATERIALS NEEDED, ASSIGNMENT, REFERENCES, INTRODUCTION, PRESENTATION, APPLICATION, AND TEXT. (GEB)

VT 013 580

CAREER ORIENTATION; "MINI" UNIT.

WYOMING STATE DEPT. OF EDUCATION, CHEYENNE. INSTRUCTIONAL SERVICES SECTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 16P.

DESCRIPTORS - *CAREER PLANNING; *OCCUPATIONAL INFORMATION; *RESOURCE MATERIALS; *UNIT PLAN; *LESSON PLANS; INSTRUCTIONAL MATERIALS; OCCUPATIONAL GUIDANCE; VOCATIONAL EDUCATION IDENTIFIERS - CAREER ORIENTATION

ABSTRACT - THE PURPOSE OF THIS "MINI" FOUR WEEK UNIT IS TO HELP THE JUNIOR HIGH SCHOOL STUDENT TO DEVELOP: (1) AN ACQUAINTANCE WITH THE READER-PRINTER AND WYOMING OCCUPATIONAL RESOURCE KIT (WORK) DECK, (2) POSITIVE ATTITUDES TOWARDS WORK AND SOCIETY AND REASONS FOR WORKING, AND (3) THE ABILITY TO EXPLORE OCCUPATIONAL INTERESTS AND APTITUDES. ARRANGED IN OUTLINE FORMAT, THE SAMPLE LESSON PLAN INCLUDES PROCEDURES, STUDENT ACTIVITIES, AND ESTIMATED TIME. ALSO INCLUDED IN THIS CCLCR-CODED DOCUMENT ARE SEVERAL TYPES OF RESOURCE MATERIALS. (JS)

VT 013 582

TURNER, J. HOWARD; ANDERSON, CARL L.
PLANNING FOR AN IRRIGATION SYSTEM.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.
DEPARTMENT OF AGRICULTURE, WASHINGTON, D.C.
SOIL CONSERVATION SERVICE.
DOCUMENT NOT AVAILABLE FROM EDRS.
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ENGINEERING CENTER, ATHENS, GA. 30601 (\$6.50).
PUB DATE - JUN71 109P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*SUPPLEMENTARY TEXTBOOKS; *STUDY GUIDES;
*SOIL CONSERVATION; *AGRICULTURAL PRODUCTION;
AGRICULTURE; AGRICULTURE; WATER RESOURCES;
ILLUSTRATIONS; DIAGRAMS
IDENTIFIERS - *IRRIGATION; IRRIGATION SYSTEMS

ABSTRACT - WHEN PLANNING AN IRRIGATION SYSTEM, THERE ARE MANY DECISIONS TO BE MADE. THIS PUBLICATION IS DESIGNED TO HELP ONE MAKE DECISIONS IN THREE AREAS OF IRRIGATION. TOPICS ARE: (1) DETERMINING WHETHER OR NOT TO IRRIGATE, (2) DETERMINING WHAT TYPE OF IRRIGATION SYSTEM TO USE, AND (3) DETERMINING IRRIGATION COST AND RETURN ON INVESTMENT. NUMEROUS COLORED ILLUSTRATIONS AND DIAGRAMS ARE PRESENTED IN THE TEXT. (GB)

VT 013 591

REFERENCE MANUAL FOR COOPERATIVE OFFICE TRAINING.

DETROIT BOARD OF EDUCATION, MICH.
MF AVAILABLE IN VT-ERIC SET
DETROIT PUBLIC SCHOOLS, WAREHOUSE BOOKSTORE, 444 WEST WILLIS AVENUE, DETROIT, MICHIGAN 48201 (\$4.50).
PUB DATE - 68 131P.

DESCRIPTORS - *BUSINESS EDUCATION; *OFFICE OCCUPATIONS EDUCATION; *REFERENCE MATERIALS; VOCATIONAL EDUCATION; INSTRUCTIONAL MATERIALS; *JOB TRAINING; OCCUPATIONAL INFORMATION; *EMPLOYMENT QUALIFICATIONS; JOB SKILLS; PERSONALITY DEVELOPMENT; MONEY MANAGEMENT

ABSTRACT - THIS REFERENCE MANUAL WAS DEVELOPED BY A LOCAL SCHOOL SYSTEM TO PROVIDE TEACHERS WITH A GUIDE IN PREPARING STUDENTS IN A COOPERATIVE OFFICE TRAINING PROGRAM. SPECIFIC OBJECTIVES OF THE TRAINING CLASS ARE TO RELATE SCHOOL INSTRUCTION TO THE WORLD OF WORK, TO ORIENTATE AND PREPARE STUDENTS IN

THE ART OF SECURING EMPLOYMENT, AND TO FOSTER AN UNDERSTANDING OF THE BENEFITS AND RESPONSIBILITIES OF GAINFUL EMPLOYMENT. MAJOR UNITS ARE: (1) ORIENTATION TO THE PROGRAM, (2) SECURING EMPLOYMENT, (3) JOB SKILLS AND KNOWLEDGES, (4) PERSONAL IMPROVEMENT, (5) MONEY MANAGEMENT, AND (6) PREPARING FOR THE FUTURE. EACH UNIT IS DIVIDED INTO RELATED TOPICS AND EACH CONTAINS A BIBLIOGRAPHY OF REFERENCE MATERIALS PERTAINING TO THOSE TOPICS. THE MATERIAL UNDER EACH TOPIC CONTAINS SPECIFIC OBJECTIVES, SUGGESTED ACTIVITIES, AND EVALUATION GUIDES. (GB)

VT 013 592

HOME ECONOMICS EDUCATION; CURRICULUM GUIDE GRADES 7-12.

FAIRFAX COUNTY SCHOOLS, VA. DEPT. OF INSTRUCTION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 65 310P.

DESCRIPTORS - *HOMEMAKING EDUCATION;
*CURRICULUM GUIDES; COURSE CONTENT; COURSE DESCRIPTIONS; CURRICULUM PLANNING; JUNIOR HIGH SCHOOLS; SENIOR HIGH SCHOOLS; LEARNING ACTIVITIES

ABSTRACT - DEVELOPED BY A HOME ECONOMICS SUPERVISOR AND TEACHER, AND CLASSROOM TESTED, THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING A HOMEMAKING PROGRAM FOR GRADES 7-12. INCLUDED IN THE GUIDE ARE GUIDELINES FOR ITS USE, GENERAL AND SPECIFIC OBJECTIVES, COURSE DESCRIPTIONS, SCOPE AND SEQUENCE CHART, SUGGESTIONS FOR QUALITY TEACHING AND PHYSICAL ARRANGEMENT OF THE HOME ECONOMICS DEPARTMENT, AND COURSES OF STUDY FOR 7TH AND 8TH GRADE HOMEMAKING, HOME ECONOMICS I, II, III, AND IV, AND SENIOR HOMEMAKING. THE UNITS FOR EACH GRADE LEVEL PROVIDE GOALS, LEARNINGS, ACTIVITIES, STUDENT OUTCOMES, AND RESOURCE MATERIALS. (SB)

VT 013 620

FAMILY LIFE EDUCATION.

BETHEL SCHOOL DISTRICT NUMBER 52, EUGENE, OREG.
MF AVAILABLE IN VT-ERIC SET.
BETHEL SCHOOL DISTRICT NUMBER 52, 4640 BARGER AVENUE, EUGENE, OREGON 97402 (\$3.00 PLUS 14 POSTAGE).
PUB DATE - 67 74P. 1967 REVISION.

DESCRIPTORS - *ELEMENTARY EDUCATION;
*SECONDARY EDUCATION; *FAMILY LIFE EDUCATION;
*CURRICULUM GUIDES; *VOCABULARY DEVELOPMENT;
VOCATIONAL EDUCATION; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; BIBLIOGRAPHIES

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED THROUGH THE COOPERATION OF LAY PEOPLE AND EDUCATORS FOR INSTRUCTORS TEACHING A FAMILY LIFE EDUCATION PROGRAM. SPECIFIC OBJECTIVES OF THE PROGRAM ARE TO PROVIDE PUPILS WITH ADEQUATE KNOWLEDGE OF THEIR OWN PHYSICAL MATURITY AND PHYSIOLOGICAL DEVELOPMENT, TO DEVELOP WHOLESDOME, OBJECTIVE ATTITUDES TOWARD SEX, AND TO BUILD AN UNDERSTANDING OF THE REASONS FOR MORAL VALUES. THE SECTIONS DEVELOPED INCLUDE

MATERIALS FOR THE PRIMARY PROGRAM ON THE ELEMENTARY LEVEL, THE INTERMEDIATE PROGRAM ON THE ELEMENTARY LEVEL, THE JUNIOR HIGH SCHOOL, AND THE HIGH SCHOOL PROGRAM. TYPICAL OUTLINES INCLUDE INTRODUCTION, OBJECTIVES, CONTENT, ACTIVITIES, AND SUGGESTED RESOURCE MATERIAL. VOCABULARY WORDS ARE INCLUDED IN EACH SECTION. (GER)

VT 013 628

WYOMING OCCUPATIONAL RESOURCE KIT (WORK), INDEX '7C.

WYOMING STATE DEPT. OF EDUCATION, CHEYENNE. INSTRUCTIONAL SERVICES SECTION. MF AVAILABLE IN VT-ERIC SET. PUB DATE - NC 46P.

DESCRIPTORS - *CAREER PLANNING; *OCCUPATIONAL GUIDANCE; *INDEXES (LOCATORS); *MICROFILM; *NONCOLLEGE PREPARATORY STUDENTS; VOCATIONAL EDUCATION; OCCUPATIONAL INFORMATION; CAREER OPPORTUNITIES; RESOURCE MATERIALS

ABSTRACT - DESIGNED TO ASSIST SCHOOL PERSONNEL IN INFORMING YOUNG PEOPLE ABOUT CAREERS, THIS INDEX IS A GUIDE TO OCCUPATIONAL INFORMATION FOUND IN AN EASY-TO-READ AND UP-TO-DATE MICROFILM COLLECTION. AIMED AT THE STUDENT WHO IS NOT COLLEGE BOUND, THIS KIT PLACES IN JUNIOR HIGH SCHOOLS, SENIOR HIGH SCHOOLS, AND COMMUNITY COLLEGES AN EASILY AVAILABLE SET OF REFERENCE MATERIALS RELATED TO SPECIFIC OCCUPATIONS. THESE MATERIALS ARE CARRIED ON MICROFILM WYOMING OCCUPATIONAL RESOURCE KIT (WORK) CARDS WHICH THE STUDENT CAN READ WITH THE AID OF A VARIETY OF VIEWING DEVICES. PRINT-OUTS ARE ALSO AVAILABLE WITH THIS KIT. (JS)

VT 013 639

THE TRAINING OF ELECTRICIANS, ELECTRICAL FITTERS' AND MECHANICAL FITTERS' MATES IN ELECTRICITY BOARDS CONCERNED WITH DISTRIBUTION. RECOMMENDATION 23.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND). MF AVAILABLE IN VT-ERIC SET. PUB DATE - MAY71 14P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *MECHANICAL SKILLS; *COURSE CONTENT; *ELECTRICAL OCCUPATIONS; JOB TRAINING; SERVICE OCCUPATIONS; SERVICE EDUCATION

ABSTRACT - THE 22 RECOMMENDATIONS INCLUDED IN THIS DOCUMENT ARE LISTED UNDER EIGHT CATEGORIES, INCLUDING: (1) OCCUPATIONAL DESCRIPTION, (2) OBJECTIVES, (3) RECRUITMENT, (4) PATTERN OF TRAINING, (5) INDUCTION AND INTRODUCTORY TRAINING, (6) SPECIALIZED TRAINING, (7) ASSOCIATED THEORY AND RELATED KNOWLEDGE, AND (8) MONITORING OF TRAINING. APPENDIX I INCLUDES AN OUTLINE OF AN INTRODUCTORY COURSE, AND APPENDICES II-IV OUTLINE A FORMAL COURSE FOR THE OCCUPATION OF ELECTRICIAN'S MATE, ONE FOR THE ELECTRICAL FITTER'S MATE, AND ONE FOR THE OCCUPATION OF MECHANICAL FITTER'S MATE. (GER)

VT 013 647

HILL, MARY LAMB; MCFARLAND, HELEN KARR HOME MANAGEMENT FOR LOW-INCOME FAMILIES: NINTH AND TENTH GRADE LEVEL.

ILLINOIS STATE UNIV., NORMAL. ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD. VOCATIONAL AND TECHNICAL EDUCATION DIV. MF AVAILABLE IN VT-ERIC SET. PUB DATE - MAY71 58P.

DESCRIPTORS - *HOME ECONOMICS EDUCATION; *TEACHING GUIDES; *CLASS ACTIVITIES; *HOME MANAGEMENT; *LOW INCOME GROUPS; INSTRUCTIONAL MATERIALS; RESOURCE MATERIALS; SECONDARY EDUCATION; GRADE 9; GRADE 10

ABSTRACT - PREPARED BY AN ASSISTANT PROFESSOR OF HOME ECONOMICS AND A PROJECT DIRECTOR AT ILLINOIS STATE UNIVERSITY, THIS GUIDE IS INTENDED TO BE OF PRACTICAL USE TO HOME ECONOMICS TEACHERS, ESPECIALLY THOSE WHO HAVE LOW-INCOME STUDENTS IN THEIR CLASSES. PART I OF THE 4-PART BOOKLET IS ADDRESSED TO THE TEACHER, AND PROVIDES MATERIALS SELECTED TO BETTER ACQUAINT THE TEACHER WITH THE CHARACTERISTICS, NEEDS, AND CHALLENGES OF THE STUDENT FROM THE LOW-INCOME FAMILY. SELECTED RESOURCES AND A BIBLIOGRAPHY ON UNDERSTANDING THE DISADVANTAGED ARE INCLUDED IN THIS SECTION. PARTS II, III, AND IV CONTAIN MANY SUGGESTIONS FOR CLASS ACTIVITIES, AND ARE CLASSIFIED ACCORDING TO CONTENT. PART II DEALS WITH THE BASIC DIMENSIONS OF MANAGEMENT--VALUES, GOALS, AND PROBLEM-SOLVING; PART III IS CENTERED ON THE BASIC RESOURCES--TIME, ENERGY, AND MONEY; AND PART IV PROVIDES ACTIVITIES RELATING TO THE APPLICATION OF MANAGEMENT PRINCIPLES FOR EFFECTIVE LIVING, INCLUDING THOSE WHICH ARE RESOURCE-CENTERED AND THOSE WHICH ARE PERSON-CENTERED. (AW)

VT 013 648 ED 052 382

ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION (AIM), SPRING 1971.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION. OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. EDRS PRICE MF-\$0.65 HC-\$6.58 ERIC CLEARINGHOUSE ON VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 1500 KENNY ROAD, COLUMBUS, OHIO 43210 (QUARTERLY--FALL, WINTER, SPRING, SUMMER, \$11.00 PER YEAR). PUB DATE - 71 159P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *INSTRUCTIONAL MATERIALS; *VOCATIONAL EDUCATION; *TECHNICAL EDUCATION; BUSINESS EDUCATION; AGRICULTURAL EDUCATION; DISTRIBUTIVE EDUCATION; HEALTH OCCUPATIONS EDUCATION; HOME ECONOMICS EDUCATION; INDUSTRIAL ARTS; TRADE AND INDUSTRIAL EDUCATION; INDEXES (LOCATORS); CLEARINGHOUSES

ABSTRACT - THIS QUARTERLY PUBLICATION ANNOUNCES THE AVAILABILITY OF INSTRUCTIONAL MATERIALS ACQUIRED AND PROCESSED BY THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) CLEARINGHOUSE ON VOCATIONAL AND

TECHNICAL EDUCATION. IT SHOULD BE OF PARTICULAR INTEREST TO TEACHERS, CURRICULUM SPECIALISTS, SUPERVISORS, AND ADMINISTRATORS INVOLVED IN CURRICULUM DEVELOPMENT OR THE USE OF INSTRUCTIONAL MATERIALS IN THE TEACHING-LEARNING SETTING. EACH ABSTRACT, A CONDENSATION OF THE REPORT IN ABOUT 200 WORDS, USUALLY INCLUDES THE MEANS USED TO DEVELOP THE MATERIAL, THE SETTING FOR USE OF THE MATERIAL, AND SOURCE OF AVAILABLE COPIES. ABSTRACTS ARE INCLUDED UNDER THE FOLLOWING SECTIONS: AGRICULTURAL, BUSINESS AND OFFICE, DISTRIBUTIVE, HEALTH OCCUPATIONS, HOME ECONOMICS, INDUSTRIAL ARTS, TRADE AND INDUSTRIAL, AND GENERAL VOCATIONAL AND TECHNICAL EDUCATION. AN AUTHOR INDEX, DOCUMENT NUMBER INDEX, AND SUBJECT INDEXES ARE PROVIDED. MOST OF THE DOCUMENTS WHICH HAVE NOT BEEN ANNOUNCED IN "RESEARCH IN EDUCATION," ARE AVAILABLE AS A SEPARATE MICROFICHE SET FROM THE ERIC DOCUMENT REPRODUCTION SERVICE (VT 013 689). OTHERS ARE AVAILABLE FROM THE SOURCE IDENTIFIED IN THE ABSTRACT. (CC)

VT 013 664
CAMPBELL, RANDALL C.; CURTIS, SAMUEL M.
WHAT THE FARMER SHOULD KNOW ABOUT MARKETING MILK. PRELIMINARY COPY.

PENNSYLVANIA STATE UNIV., UNIVERSITY PARK.
DEPT. OF AGRICULTURAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - APR 71 59P.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*DAIRYMEN; *AGRICULTURAL PRODUCTION;
*MARKETING; PRODUCER SERVICES; *INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIC CITATIONS; RESOURCE UNITS; RESOURCE MATERIALS
IDENTIFIERS - *PENNSYLVANIA

ABSTRACT - THIS PRELIMINARY DRAFT OF A MILK MARKETING INSTRUCTIONAL UNIT FOR PENNSYLVANIA DAIRY PRODUCERS WAS DEVELOPED THROUGH A GRANT FROM A DEPARTMENT OF PUBLIC EDUCATION. TOPICS ARE: (1) DAIRY PRODUCTION PRINCIPLES AND CONSUMER TRENDS AS THEY RELATE TO MILK MARKETING, (2) PRODUCER INTERESTS IN THE PROCESSING AND MANUFACTURE OF MILK, (3) DAIRY PRODUCTS, (4) FEDERAL AGENCIES AFFECTING THE FLUID MILK INDUSTRY, AND (5) STATE AND LOCAL AGENCIES AFFECTING THE FLUID MILK INDUSTRY. ADDITIONAL REFERENCES ARE APPENDED. (GB)

VT 013 678
GUIDE FOR TEACHING CUSTODIAN HELPER AND OCCUPATIONAL HOUSEKEEPER SKILLS 1-2.

SAN DIEGO CITY SCHOOLS, CALIF.
MF AVAILABLE IN VT-ERIC SET.
SAN DIEGO CITY SCHOOLS, CURRICULUM PRODUCTION OFFICER, ROOM 2002, EDUCATION CENTER, 4100 NORMAL STREET, SAN DIEGO, CALIFORNIA 92103 (\$8.00).
PUB DATE - 70 533P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS;
*TEACHING GUIDES; *SPECIAL EDUCATION;
*CUSTODIAN TRAINING; *COURSE CONTENT;
SECONDARY EDUCATION; COURSE OBJECTIVES;
TRANSPARENCIES; DISADVANTAGED YOUTH; TEACHING TECHNIQUES; RESOURCE MATERIALS

ABSTRACT - THIS GUIDE FOR TEACHING CUSTODIAL/HOUSEKEEPING SKILLS TO ACADEMICALLY LIMITED SENIOR HIGH PUPILS WAS DEVELOPED IN ORDER TO PREPARE THESE YOUNG PEOPLE FOR EMPLOYMENT IN A CAREER-TYPE OCCUPATION UPON THEIR GRADUATION FROM HIGH SCHOOL. INCLUDED IN THIS LOOSE-LEAF COLOR-CODED TEACHING GUIDE ARE: (1) OBJECTIVES, (2) A COURSE DESCRIPTION, (3) A COURSE OUTLINE, (4) UNIT I--PROSPECTIVE EMPLOYEE, (5) UNIT II--SCHOOL MAINTENANCE SKILLS, AND (6) UNIT III--HOUSEKEEPING SKILLS IN THE HOSPITAL. ALSO INCLUDED ARE INFORMATION SHEETS ON JOBS SUCH AS MOP-SWEEPING UNDER FIXED DESKS. (AUTHOR/JS)

VT 013 689 ED 052 390
MICROFICHE COLLECTION OF CLEARINGHOUSE DOCUMENTS REPORTED IN ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION (AIM), SPRING 1971.

CHIC STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
EDRS PRICE MF-\$52.80 HC NOT AVAILABLE FROM EDRS.
PUB DATE - 71 16,722P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS;
*VOCATIONAL EDUCATION; *TECHNICAL EDUCATION;
BUSINESS EDUCATION; AGRICULTURAL EDUCATION;
DISTRIBUTIVE EDUCATION; HEALTH OCCUPATIONS EDUCATION; HOME ECONOMICS EDUCATION;
INDUSTRIAL ARTS; TRADE AND INDUSTRIAL EDUCATION; INDEXES (LOCATORS); CLEARINGHOUSES

ABSTRACT - DOCUMENTS ANNOUNCED WITH VT NUMBERS ONLY IN THE SPRING 1971 ISSUE (VT 013 648) OF "ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION" (AIM) ARE INCLUDED IN THIS MICROFICHE SET. THE MICROFICHE SET IS ARRANGED IN THE FOLLOWING SEQUENCE: (1) A VOCATIONAL TECHNICAL (VT) NUMBER INDEX TO DOCUMENTS IN THE MICROFICHE COLLECTION, (2) THE AUTHOR AND SUBJECT INDEX FROM AIM, AND (3) THE FULL TEXT OF DOCUMENTS LISTED IN THE VT NUMBER INDEX. THE TEXTS ARE FILMED CONTINUOUSLY IN VT NUMBER SEQUENCE. (CD)

VT 013 732
CAREERS AS AGRICULTURAL COMMODITY GRADERS IN THE CONSUMER AND MARKETING SERVICE, U.S. DEPARTMENT OF AGRICULTURE.

CIVIL SERVICE COMMISSION, CHICAGO, ILL.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 19APR 71 7P.

DESCRIPTORS - *OFF FARM AGRICULTURAL OCCUPATIONS; *CAREER OPPORTUNITIES; *PROGRAM DESCRIPTIONS; *EMPLOYMENT QUALIFICATIONS;
*AGRIBUSINESS; WORK EXPERIENCE; BULLETINS
IDENTIFIERS - *AGRICULTURAL COMMODITY GRADES

ABSTRACT - PREPARED BY THE U.S. CIVIL SERVICE COMMISSION, THIS ANNOUNCEMENT COVERS CAREER AGRICULTURAL COMMODITY GRADER POSITIONS. THE SPECIALIZATIONS INCLUDED ARE: (1) PROCESSED FRUIT AND VEGETABLE, (2) FRESH FRUIT AND VEGETABLE, (3) EGG PRODUCTS, AND (4) GRAIN.

ELIGIBILITY REQUIREMENTS, GRADING PROGRAMS, DESCRIPTION OF WORK, EXPERIENCE REQUIRED, AND OTHER PERTINENT INFORMATION IS INCLUDED. THE BULLETIN IS ILLUSTRATED WITH PHOTOGRAPHS. (GER)

INDEXES

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
ACCOUNTING		VT 012 688	8
VT 013 524	49	AGRIBUSINESS POWER MECHANICS, STUDENT STUDY GUIDE.	
CURRICULUM GUIDE FOR SYSTEMS II: ACCOUNTING.		VT 012 689	8
ADULT EDUCATION		AGRIBUSINESS METALWORKING, STUDENT STUDY GUIDE.	
VT 013 549	53	VT 012 690	8
MERCHANDISE PRICING, INSTRUCTOR'S MANUAL.		AGRIBUSINESS MASONRY, STUDENT STUDY GUIDE.	
ADVISORY COMMITTEES		VT 012 691	9
VT 013 282	36	AGRIBUSINESS CONSTRUCTION, STUDENT STUDY GUIDE.	
ADVISORY COMMITTEES FOR DISTRIBUTIVE EDUCATION.		VT 012 692	9
AEROSPACE TECHNOLOGY		AGRIBUSINESS ELECTRICITY, STUDENT STUDY GUIDE.	
VT 006 149	3	VT 012 802	9
P 3A FLIGHT SIMULATOR COURSE.		HORTICULTURE. UNIT (MODULE): PLANNING THE HOME LANDSCAPE.	
VT 013 363	38	VT 012 803	10
AERONAUTICAL SCIENCE COURSE OF STUDY.		HORTICULTURE. UNIT (MODULE): STARTING THE HOME LANDSCAPE.	
AGRIBUSINESS		VT 012 804	10
VT 012 685	7	HORTICULTURE. UNIT (MODULE): MAINTAINING THE HOME LANDSCAPE.	
GENERAL AG. MECHANICS (SPECIALIZED STUDY--11TH AND 12TH GRADES). STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.		VT 012 805	10
VT 012 687	8	HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): TOMATO PRODUCTION.	
AGRIBUSINESS WOODWORKING, STUDENT STUDY GUIDE.		VT 012 806	10
VT 012 688	8	HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): PEPPER PRODUCTION.	
AGRIBUSINESS POWER MECHANICS, STUDENT STUDY GUIDE.		VT 012 807	11
VT 012 689	8	HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CUCUMBER PRODUCTION.	
AGRIBUSINESS METALWORKING, STUDENT STUDY GUIDE.		VT 012 808	11
VT 012 690	8	HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CABBAGE PRODUCTION.	
AGRIBUSINESS MASONRY, STUDENT STUDY GUIDE.		VT 012 809	11
VT 012 691	9	HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): SNAPBEAN PRODUCTION.	
AGRIBUSINESS CONSTRUCTION, STUDENT STUDY GUIDE.		VT 013 034	14
VT 012 692	9	ORNAMENTAL HORTICULTURE, STUDENT STUDY GUIDE.	
AGRIBUSINESS ELECTRICITY, STUDENT STUDY GUIDE.		VT 013 036	14
VT 013 034	14	AGRICULTURAL MECHANICS COURSE.	
ORNAMENTAL HORTICULTURE, STUDENT STUDY GUIDE.		VT 013 039	15
VT 013 732	57	ORNAMENTAL HORTICULTURE FOR VOCATIONAL AGRICULTURE IN ALABAMA.	
CAREERS AS AGRICULTURAL COMMODITY GRADERS IN THE CONSUMER AND MARKETING SERVICE, U.S. DEPARTMENT OF AGRICULTURE.		VT 013 058	16
AGRICULTURAL COMMODITY GRACES		SKILL SHEETS FOR SMALL GASOLINE ENGINES.	
VT 013 732	57	VT 013 215	30
CAREERS AS AGRICULTURAL COMMODITY GRADERS IN THE CONSUMER AND MARKETING SERVICE, U.S. DEPARTMENT OF AGRICULTURE.		EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT I--1, 2, 3, AND 4.	
AGRICULTURAL EDUCATION		VT 013 216	30
VT 012 687	8	EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT II--1, 2, 3, AND 4.	
AGRIBUSINESS WOODWORKING, STUDENT STUDY GUIDE.		VT 013 217	30
		EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT III--1, 2, 3, AND 4.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 218	31	VT 013 582	55
EDUCATION REGARDING CREDIT FOR		PLANNING FOR AN IRRIGATION SYSTEM.	
AGRICULTURAL PRODUCTION. TEACHING		VT 013 664	57
SOURCE UNIT IV--1, 2, 3, 4, 5, AND		WHAT THE FARMER SHOULD KNOW ABOUT	
6.		MARKETING MILK. PRELIMINARY COPY.	
VT 013 533	52	AGRICULTURAL TECHNICIANS	
HORTICULTURE II, COURSE OF STUDY.		VT 012 581	7
VT 013 541	52	A CAREER IN LABORATORY ANIMAL	
FOREST SERVICE HEALTH AND SAFETY		SCIENCE AND TECHNOLOGY.	
CODE.			
VT 013 582	55	AMERICAN INDUSTRIES	
PLANNING FOR AN IRRIGATION SYSTEM.		VT 010 610	3
VT 013 664	57	AMERICAN INDUSTRIES FOR INDUSTRIAL	
WHAT THE FARMER SHOULD KNOW ABOUT		ARTS; A COURSE OF STUDY FOR THE	
MARKETING MILK. PRELIMINARY COPY.		UPPER GRADES.	
AGRICULTURAL ENGINEERING		ANIMAL SCIENCE	
VT 012 691	9	VT 012 581	7
AGRI-BUSINESS CONSTRUCTION, STUDENT		A CAREER IN LABORATORY ANIMAL	
STUDY GUIDE.		SCIENCE AND TECHNOLOGY.	
VT 012 692	9		
AGRI-BUSINESS ELECTRICITY, STUDENT		ANNOTATED BIBLIOGRAPHIES	
STUDY GUIDE.		VT 013 648	56
VT 013 036	14	ED 052 382	
AGRICULTURAL MECHANICS COURSE.		ABSTRACTS OF INSTRUCTIONAL	
		MATERIALS IN VOCATIONAL AND	
AGRICULTURAL OCCUPATIONS		TECHNICAL EDUCATION (AIM), SPRING	
VT 013 036	14	1971.	
AGRICULTURAL MECHANICS COURSE.		APPRENTICESHIPS	
AGRICULTURAL PRODUCTION		VT 013 025	13
VT 012 805	10	GUIDE TO APPRENTICESHIP.	
HORTICULTURE (VEGETABLE		VT 013 345	38
PRODUCTION). UNIT (MODULE): TOMATO		SHEET METAL; PART THREE, WORKBOOK.	
PRODUCTION.		VT 013 469	42
VT 012 806	10	ELECTRICAL WIRING WORKBOOK. PART 4.	
HORTICULTURE (VEGETABLE		VT 013 470	42
PRODUCTION). UNIT (MODULE): PEPPER		INTRODUCTION TO APPRENTICESHIP.	
PRODUCTION.		WORKBOOK.	
VT 012 807	11	ARCHITECTURAL DRAFTING	
HORTICULTURE (VEGETABLE		VT 013 038	14
PRODUCTION). UNIT (MODULE):		ELEMENTS OF CONSTRUCTION	
CUCUMBER PRODUCTION.		TECHNOLOGY, SENIOR DIVISION.	
VT 012 808	11	VT 013 526	50
HORTICULTURE (VEGETABLE		CURRICULUM GUIDE FOR VOCATIONAL	
PRODUCTION). UNIT (MODULE): CABBAGE		ARCHITECTURAL DRAFTING, GRADES 11	
PRODUCTION.		AND 12.	
VT 012 809	11	ARITHMETIC	
HORTICULTURE (VEGETABLE		VT 013 498	43
PRODUCTION). UNIT (MODULE):		BASIC MATHEMATICS FOR VOCATIONAL	
SNAPEAN PRODUCTION.		AND TECHNICAL STUDENTS, PART I AND	
VT 013 215	30	II.	
EDUCATION REGARDING CREDIT FOR		AUDIOVISUAL AIDS	
AGRICULTURAL PRODUCTION. TEACHING		VT 013 202	29
SOURCE UNIT I--1, 2, 3, AND 4.		INDUSTRIAL EDUCATION MATERIALS	
VT 013 216	30	GUIDE.	
EDUCATION REGARDING CREDIT FOR		AUTO MECHANICS	
AGRICULTURAL PRODUCTION. TEACHING		VT 013 511	46
SOURCE UNIT II--1, 2, 3, AND 4.		AUTOMOTIVE MECHANICS, COURSE OF	
VT 013 217	30	STUDY.	
EDUCATION REGARDING CREDIT FOR		VT 013 512	46
AGRICULTURAL PRODUCTION. TEACHING		AUTOMOTIVE SERVICE, COURSE OF	
SOURCE UNIT III--1, 2, 3, AND 4.		STUDY.	
VT 013 218	31		
EDUCATION REGARDING CREDIT FOR			
AGRICULTURAL PRODUCTION. TEACHING			
SOURCE UNIT IV--1, 2, 3, 4, 5, AND			
6.			

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 513	47	VT 011 970	6
SMALL GAS ENGINES I, COURSE OF STUDY.		STENOGRAPHIC-SECRETARIAL OCCUPATIONS; A SUGGESTED 1-YEAR CURRICULUM.	
VT 013 514	47	VT 012 991	13
SMALL GAS ENGINES II, COURSE OF STUDY.		SIMULATED OFFICE EDUCATION. COURSE OF STUDY. TEACHER MANUAL.	
VT 013 575	54	VT 012 992	13
SMALL ENGINES; CARE -OPERATION--MAINTENANCE--REPAIR. VOLUME I OF TWO VOLUMES.		SIMULATED OFFICE EDUCATION. COURSE OF STUDY. STUDENT MANUAL.	
AUTO MECHANICS (OCCUPATION)		VT 013 037	14
VT 013 418	41	DATA PROCESSING.	
AUTO MECHANICS PROGRAM, PLAN AND OUTLINE FOR SECONDARY LEVEL.		VT 013 048	16
VT 013 511	46	BUSINESS AND OFFICE EDUCATION HANDBOOK AND GUIDE FOR SOUTH DAKOTA.	
AUTOMOTIVE MECHANICS, COURSE OF STUDY.		VT 013 085	17
VT 013 512	46	SIMULATED AUTOMOBILE INSURANCE MANUAL.	
AUTOMOTIVE SERVICE, COURSE OF STUDY.		VT 013 086	17
VT 013 513	47	SIMULATED AUTOMOBILE INSURANCE FORMS.	
SMALL GAS ENGINES I, COURSE OF STUDY.		VT 013 382	38
VT 013 514	47	SHORTHAND, A COURSE OF STUDY MANUAL FOR TEACHERS.	
SMALL GAS ENGINES II, COURSE OF STUDY.		VT 013 388	39
AUTOINSTRUCTIONAL AIDS		INTRODUCTION TO BUSINESS, CURRICULUM GUIDE.	
VT 013 057	16	VT 013 391	39
HANDWASHING.		OFFICE SERVICES, GRADE TWELVE.	
AVIATION TECHNOLOGY		VT 013 398	39
VT 013 064	17	BUSINESS ENGLISH (WORKING COPY).	
GROUND INSTRUCTOR, INSTRUMENT WRITTEN TEST GUIDE.		VT 013 427	41
BRICKLAYING		GUIDE FOR BUSINESS EDUCATION.	
VT 012 690	8	VT 013 524	49
AGRI-BUSINESS MASONRY, STUDENT STUDY GUIDE.		CURRICULUM GUIDE FOR SYSTEMS II: ACCOUNTING.	
BUSINESS ADMINISTRATION		VT 013 525	50
VT 013 113	19	CURRICULUM GUIDE FOR INTRODUCTION TO DATA PROCESSING, GRADES 11 AND 12.	
DISTRIBUTIVE EDUCATION: UNIT IV, ORGANIZATION, LOCATION AND FINANCE. FIRST YEAR SERIES.		VT 013 528	50
VT 013 114	19	CURRICULUM GUIDE FOR BUSINESS ORGANIZATION AND MANAGEMENT.	
DISTRIBUTIVE EDUCATION: UNIT V, MARKETING MANAGEMENT. FIRST YEAR SERIES.		VT 013 549	53
VT 013 398	39	MERCHANDISE PRICING, INSTRUCTOR'S MANUAL.	
INTRODUCTION TO BUSINESS, CURRICULUM GUIDE.		VT 013 591	55
VT 013 528	50	REFERENCE MANUAL FOR COOPERATIVE OFFICE TRAINING.	
CURRICULUM GUIDE FOR BUSINESS ORGANIZATION AND MANAGEMENT.		BUSINESS ENGLISH	
BUSINESS CORRESPONDENCE		VT 013 398	39
VT 013 398	39	BUSINESS ENGLISH (WORKING COPY).	
BUSINESS ENGLISH (WORKING COPY).		BUSINESS RESPONSIBILITY	
BUSINESS EDUCATION		VT 013 507	45
VT 011 298	4	DISTRIBUTIVE EDUCATION TRAINING SPONSORS HANDBOOK.	
CLERICAL AND RECORD KEEPING OCCUPATIONS, A SUGGESTED 1-YEAR CURRICULUM.		CAREER OPPORTUNITIES	
		VT 013 732	57
		CAREERS AS AGRICULTURAL COMMODITY GRADERS IN THE CONSUMER AND MARKETING SERVICE, U.S. DEPARTMENT OF AGRICULTURE.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
CAREER PLANNING		CONSUMER EDUCATION	
VT 013 263	35	VT 012 552	7
PERSONAL SUCCESS. UNIT I, SECOND YEAR SERIES.		GUIDELINES FOR CONSUMER AND	
VT 013 505	45	HOMEMAKING EDUCATION PROGRAMS. PART	
INTRODUCTION TO VOCATIONAL		F OF VOCATIONAL EDUCATION ACT OF	
DISTRIBUTIVE EDUCATION UNIT.		1968 (P.L. 90-576).	
VT 013 580	54	VT 013 296	37
CAREER ORIENTATION; "MINI" UNIT.		A CURRICULUM GUIDE IN CONSUMER AND	
VT 013 628	56	HOMEMAKING EDUCATION FOR HOME	
WYOMING OCCUPATIONAL RESOURCE KIT		ECONOMICS.	
(WORK), INDEX '70.			
CIVIL ENGINEERING		CORRECTIVE READING	
VT 005 843	2	VT 013 236	31
A SERIES OF LESSONS FOR HIGHWAY		REMEDIAL READING. BOOK 1: CAREFUL	
ENGINEERING TECHNICIANS. PART		READING.	
I--MATHEMATICS AND SURVEYING		VT 013 237	31
FUNDAMENTALS.		REMEDIAL READING. BOOK 2: MORE	
VT 005 844	2	CAREFUL READING.	
A SERIES OF LESSONS FOR HIGHWAY		VT 013 238	31
ENGINEERING TECHNICIANS. PART		REMEDIAL READING. BOOK 3:	
II--PHYSICS AND ADVANCED SURVEYING.		ALL--SOME--NONE.	
VT 005 845	3	VT 013 239	32
A SERIES OF LESSONS FOR HIGHWAY		REMEDIAL READING. BOOK 4:	
ENGINEERING TECHNICIANS. PART		BOTH--EITHER--NEITHER.	
III--MECHANICS OF MATERIALS.		VT 013 240	32
		REMEDIAL READING. BOOK 5: WHAT GOES	
CLASS ACTIVITIES		WHERE?	
VT 012 991	13	VT 013 241	32
SIMULATED OFFICE EDUCATION. COURSE		REMEDIAL READING. BOOK 6: WHAT GOES	
OF STUDY. TEACHER MANUAL.		WHERE?	
VT 013 647	56	VT 013 242	32
HOME MANAGEMENT FOR LOW-INCOME		REMEDIAL READING. BOOK 7: WHAT GOES	
FAMILIES: NINTH AND TENTH GRADE		WHERE?	
LEVEL.			
CLERICAL OCCUPATIONS		COSMETOLOGISTS	
VT 011 298	4	VT 013 531	51
CLERICAL AND RECORD KEEPING		COSMETOLOGY 1 AND 2, COURSE OF	
OCCUPATIONS, A SUGGESTED 1-YEAR		STUDY.	
CURRICULUM.			
CLOTHING INSTRUCTION		COURSE CONTENT	
VT 013 477	43	VT 003 370	2
CLOTHING I: PERFORMANCE CRITERIA.		SALESMANSHIP, INSTRUCTIONAL GUIDE	
VT 013 478	43	FOR SENIOR HIGH SCHOOLS.	
CLOTHING II: PERFORMANCE CRITERIA.		VT 013 382	38
		SHORTHAND, A COURSE OF STUDY MANUAL	
COMMUNITY HEALTH		FOR TEACHERS.	
VT 013 515	47	VT 013 390	39
MEDICAL I, COURSE OF STUDY.		DRIVER EDUCATION, WORKING COPY.	
		VT 013 418	41
CONCEPT TEACHING		AUTO MECHANICS PROGRAM, PLAN AND	
VT 013 524	49	OUTLINE FOR SECONDARY LEVEL.	
CURRICULUM GUIDE FOR SYSTEMS II:		VT 013 505	45
ACCOUNTING.		INTRODUCTION TO VOCATIONAL	
CONCEPTUAL SCHEMES		DISTRIBUTIVE EDUCATION UNIT.	
VT 013 546	53	VT 013 528	50
AN INTRODUCTION TO TECHNOLOGY.		CURRICULUM GUIDE FOR BUSINESS	
		ORGANIZATION AND MANAGEMENT.	
CONSTRUCTION NEEDS		VT 013 639	56
VT 013 038	14	THE TRAINING OF ELECTRICIANS,	
ELEMENTS OF CONSTRUCTION		ELECTRICAL FITTERS' AND MECHANICAL	
TECHNOLOGY, SENIOR DIVISION.		FITTERS' PATES IN ELECTRICITY	
		BOARDS CONCERNED WITH DISTRIBUTION.	
		VT 013 678	57
		GUIDE FOR TEACHING CUSTODIAN HELPER	
		AND OCCUPATIONAL HOUSEKEEPER SKILLS	
		1-2.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
COURSE DESCRIPTIONS		VT 013 289	37
VT 013 427	41	NURSE ASSISTANT. A COURSE OF	
GUIDE FOR BUSINESS EDUCATION.		STUDY--SECONDARY-POST-SECONDARY.	
VT 013 500	44	VT 013 296	37
AN ORIENTATION COURSE OF STUDY IN		A CURRICULUM GUIDE IN CONSUMER AND	
DATA PROCESSING FOR STUDENTS OF		HOMEMAKING EDUCATION FOR HOME	
DISTRIBUTIVE EDUCATION.		ECONOMICS.	
COURSE OBJECTIVES		VT 013 363	38
VT 013 438	42	AERONAUTICAL SCIENCE COURSE OF	
COURSES OF STUDY IN INDUSTRIAL ARTS		STUDY.	
7-12.		VT 013 388	39
COURSE ORGANIZATION		INTRODUCTION TO BUSINESS,	
VT 013 382	38	CURRICULUM GUIDE.	
SHORTHAND, A COURSE OF STUDY MANUAL		VT 013 390	39
FOR TEACHERS.		DRIVER EDUCATION, WORKING COPY.	
CREDIT (FINANCE)		VT 013 403	40
VT 013 215	30	PLASTICS, 1-2.	
EDUCATION REGARDING CREDIT FOR		VT 013 406	40
AGRICULTURAL PRODUCTION. TEACHING		INDUSTRIAL ARTS, GRADES 9 THROUGH	
SOURCE UNIT I--1, 2, 3, AND 4.		12. (EXPERIMENTAL EDITION).	
VT 013 216	30	VT 013 409	40
EDUCATION REGARDING CREDIT FOR		A COURSE ORGANIZATION FOR GENERAL	
AGRICULTURAL PRODUCTION. TEACHING		METALS I.	
SOURCE UNIT II--1, 2, 3, AND 4.		VT 013 427	41
VT 013 217	30	GUIDE FOR BUSINESS EDUCATION.	
EDUCATION REGARDING CREDIT FOR		VT 013 438	42
AGRICULTURAL PRODUCTION. TEACHING		COURSES OF STUDY IN INDUSTRIAL ARTS	
SOURCE UNIT III--1, 2, 3, AND 4.		7-12.	
VT 013 218	31	VT 013 439	42
EDUCATION REGARDING CREDIT FOR		A CURRICULUM GUIDE FOR HOME	
AGRICULTURAL PRODUCTION. TEACHING		ECONOMICS, GRADES 7, 8, AND 9.	
SOURCE UNIT IV--1, 2, 3, 4, 5, AND		VT 013 499	44
6.		WELDING, INSTRUCTIONAL UNITS.	
CURRICULUM DEVELOPMENT		PRELIMINARY DRAFT.	
VT 013 427	41	VT 013 500	44
GUIDE FOR BUSINESS EDUCATION.		AN ORIENTATION COURSE OF STUDY IN	
CURRICULUM GUIDES		DATA PROCESSING FOR STUDENTS OF	
VT 011 024	4	DISTRIBUTIVE EDUCATION.	
SUGGESTED SYLLABUS IN TECHNICAL		VT 013 511	46
SUBJECTS, INSTRUMENTATION, AND		AUTOMOTIVE MECHANICS, COURSE OF	
CONTROL SYSTEMS.		STUDY.	
VT 011 298	4	VT 013 512	46
CLERICAL AND RECORD KEEPING		AUTOMOTIVE SERVICE, COURSE OF	
OCCUPATIONS, A SUGGESTED 1-YEAR		STUDY.	
CURRICULUM.		VT 013 513	47
VT 011 299	4	SMALL GAS ENGINES I, COURSE OF	
CURRICULUM GUIDE FOR GRADES 9-12.		STUDY.	
VT 011 970	6	VT 013 514	47
STENOGRAPHIC-SECRETARIAL		SMALL GAS ENGINES II, COURSE OF	
OCCUPATIONS; A SUGGESTED 1-YEAR		STUDY.	
CURRICULUM.		VT 013 515	47
VT 013 033	14	MEDICAL I, COURSE OF STUDY.	
INDUSTRIAL ARTS CURRICULUM GUIDE		VT 013 516	48
FOR GRAPHIC ARTS IN OHIO SCHOOLS.		MEDICAL II, COURSE OF STUDY.	
VT 013 036	14	VT 013 517	48
AGRICULTURAL MECHANICS COURSE.		MEDICAL III, COURSE OF STUDY.	
VT 013 037	14	VT 013 518	48
DATA PROCESSING.		HOME ECONOMICS, COURSE OF STUDY.	
VT 013 038	14	VT 013 523	49
ELEMENTS OF CONSTRUCTION		CURRICULUM GUIDE FOR VOCATIONAL	
TECHNOLOGY, SENIOR DIVISION.		ELECTRONICS, GRADES 11 AND 12.	
VT 013 287	37	VT 013 524	49
ELECTRONICS 1-4.		CURRICULUM GUIDE FOR SYSTEMS II:	
		ACCOUNTING.	
		VT 013 525	50
		CURRICULUM GUIDE FOR INTRODUCTION	
		TO DATA PROCESSING, GRADES 11 AND	
		12.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 526	50	VT 013 569	53
CURRICULUM GUIDE FOR VOCATIONAL ARCHITECTURAL DRAFTING, GRADES 11 AND 12.		DENTAL TECHNICIAN, PROSTHETIC.	
VT 013 527	50	DENTISTRY	
CURRICULUM GUIDE FOR VOCATIONAL MACHINE DRAFTING, GRADES 11 AND 12.		VT 013 569	53
VT 013 530	51	DENTAL TECHNICIAN, PROSTHETIC.	
A GUIDE TO JEWELRY AND METAL CRAFTS.		DESIGN CRAFTS	
VT 013 531	51	VT 013 530	51
COSMETOLOGY 1 AND 2, COURSE OF STUDY.		A GUIDE TO JEWELRY AND METAL CRAFTS.	
VT 013 532	51	DISADVANTAGED GROUPS	
DUPLICATION PROCESSES, COURSE OF STUDY.		VT 012 971	12
VT 013 533	52	MOTIVATION AND THE DISADVANTAGED TRAINEE. A MANUAL FOR INSTRUCTORS.	
HORTICULTURE II, COURSE OF STUDY.		DISADVANTAGED YOUTH	
VT 013 546	53	VT 013 508	45
AN INTRODUCTION TO TECHNOLOGY.		DISTRIBUTIVE EDUCATION FOR THE DISADVANTAGED.	
VT 013 592	55	DISTRIBUTIVE EDUCATION	
HOME ECONOMICS EDUCATION; CURRICULUM GUIDE GRADES 7-12.		VT 003 370	2
VT 013 620	55	SALESMANSHIP, INSTRUCTIONAL GUIDE FOR SENIOR HIGH SCHOOLS.	
FAMILY LIFE EDUCATION.		VT 013 110	18
CUSTODIAN TRAINING		DISTRIBUTIVE EDUCATION: UNIT I, ORIENTATION. FIRST YEAR SERIES.	
VT 013 678	57	VT 013 111	19
GUIDE FOR TEACHING CUSTODIAN HELPER AND OCCUPATIONAL HOUSEKEEPER SKILLS 1-2.		DISTRIBUTIVE EDUCATION: UNIT II, MERCHANDISING. FIRST YEAR SERVICE.	
DAIRYMEN		VT 013 112	19
VT 013 664	57	DISTRIBUTIVE EDUCATION: UNIT III, MARKETING IN OUR ECONOMY. FIRST YEAR SERIES.	
WHAT THE FARMER SHOULD KNOW ABOUT MARKETING MILK. PRELIMINARY COPY.		VT 013 113	19
DATA PROCESSING		DISTRIBUTIVE EDUCATION: UNIT IV, ORGANIZATION, LOCATION AND FINANCE. FIRST YEAR SERIES.	
VT 013 500	44	VT 013 114	19
AN ORIENTATION COURSE OF STUDY IN DATA PROCESSING FOR STUDENTS OF DISTRIBUTIVE EDUCATION.		DISTRIBUTIVE EDUCATION: UNIT V, MARKETING MANAGEMENT. FIRST YEAR SERIES.	
VT 013 525	50	VT 013 192	29
CURRICULUM GUIDE FOR INTRODUCTION TO DATA PROCESSING, GRADES 11 AND 12.		METHODS OF TEACHING DISTRIBUTIVE EDUCATION.	
DEAF EDUCATION		VT 013 263	35
VT 012 982	12	PERSONAL SUCCESS. UNIT I, SECOND YEAR SERIES.	
FOOD SERVICE.		VT 013 264	36
DECIMAL FRACTIONS		MERCHANDISING II. UNIT II, SECOND YEAR SERIES.	
VT 013 160	22	VT 013 265	36
REMEDIAL MATH. BOOK 9: WHAT IS A DECIMAL FRACTION, PART I.		ORGANIZATION, LAYOUT, FINANCE. UNIT III, SECOND YEAR SERIES.	
VT 013 161	22	VT 013 266	36
REMEDIAL MATH. BOOK 10: WHAT IS A DECIMAL FRACTION, PART II.		MARKETING IN OUR ECONOMY. UNIT IV, SECOND YEAR SERIES.	
VT 013 162	22	VT 013 282	36
REMEDIAL MATH. BOOK 11: WHAT IS A DECIMAL FRACTION, PART III.		ADVISORY COMMITTEES FOR DISTRIBUTIVE EDUCATION.	
DENTAL PROSTHESES		VT 013 500	44
VT 013 569	53	AN ORIENTATION COURSE OF STUDY IN DATA PROCESSING FOR STUDENTS OF DISTRIBUTIVE EDUCATION.	
DENTAL TECHNICIAN, PROSTHETIC.		VT 013 501	44
DENTAL TECHNICIANS		SUGGESTED DECA PROJECTS FOR INNER CITY SCHOOLS OF NEW JERSEY.	
VT 012 977	12		
WORKBOOK FOR DENTAL RECORDS.			

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 505	45	EDUCATIONAL OBJECTIVES	
INTRODUCTION TO VOCATIONAL		VT 013 208	29
DISTRIBUTIVE EDUCATION UNIT.		BASIC TRAINING PROGRAM FOR	
VT 013 507	45	EMERGENCY MEDICAL	
DISTRIBUTIVE EDUCATION TRAINING		TECHNICIANS--AMBULANCE. CONCEPTS	
SPONSORS HANDBOOK.		AND RECOMMENDATIONS.	
VT 013 508	45	EDUCATIONAL PROGRAMS	
DISTRIBUTIVE EDUCATION FOR THE		VT 011 735	6
DISADVANTAGED.		BASIC TRAINING PROGRAM FOR	
VT 013 510	46	EMERGENCY MEDICAL	
A GUIDE TO DISTRIBUTIVE EDUCATION		TECHNICIAN--AMBULANCE. COURSE GUIDE	
COORDINATION.		AND COURSE COORDINATOR ORIENTATION	
DRAFTING		PROGRAM.	
VT 011 299	4	VT 012 552	7
CURRICULUM GUIDE FOR GRADES 9-12.		GUIDELINES FOR CONSUMER AND	
VT 011 662	5	HOMEMAKING EDUCATION PROGRAMS. PART	
GENERAL DRAFTING TECHNOLOGY FOR		F OF VOCATIONAL EDUCATION ACT OF	
INDUSTRIAL ARTS; A COURSE OF STUDY		1968 (P.L. 90-576).	
FOR THE UPPER GRADES.		EDUCATIONAL TELEVISION	
VT 013 164	23	VT 013 001	13
MACHINE SHOP COURSE. BOOK 1:		INDUSTRIAL ARTS FOR THE '70'S.	
READING A DRAWING, TYPES OF		TEACHER'S MANUAL TV LESSON GUIDES.	
DRAWINGS, TYPES OF LINES.		SUGGESTED GRADE SENIOR HIGH.	
VT 013 165	23	ELECTRIC MOTORS	
MACHINE SHOP COURSE. BOOK 2:		VT 012 692	9
READING A DRAWING, BLUEPRINT		AGRIBUSINESS ELECTRICITY, STUDENT	
MARKINGS.		STUDY GUIDE.	
VT 013 166	23	ELECTRICAL OCCUPATIONS	
MACHINE SHOP COURSE. BOOK 3: LAYOUT		VT 013 639	56
OF RIGHT ANGLES AND PARALLEL LINES.		THE TRAINING OF ELECTRICIANS,	
VT 013 167	24	ELECTRICAL FITTERS' AND MECHANICAL	
MACHINE SHOP COURSE. BOOK 4:		FITTERS' MATES IN ELECTRICITY	
CONSTRUCTION OF ANGLES.		BOARDS CONCERNED WITH DISTRIBUTION.	
VT 013 527	50	ELECTRICAL SYSTEMS	
CURRICULUM GUIDE FOR VOCATIONAL		VT 012 692	9
MACHINE DRAFTING. GRADES 11 AND 12.		AGRIBUSINESS ELECTRICITY, STUDENT	
DRIVER EDUCATION		STUDY GUIDE.	
VT 013 390	39	ELECTRICIANS	
DRIVER EDUCATION, WORKING COPY.		VT 013 469	42
VT 013 486	43	ELECTRICAL WIRING WORKBOOK. PART 4.	
ED 052 360		VT 013 639	56
DEFENSIVE DRIVING COURSE. STUDENT		THE TRAINING OF ELECTRICIANS,	
WORKBOOK AND DEFENSIVE DRIVER'S		ELECTRICAL FITTERS' AND MECHANICAL	
MANUAL.		FITTERS' MATES IN ELECTRICITY	
ECONOMIC EDUCATION		BOARDS CONCERNED WITH DISTRIBUTION.	
VT 013 112	19	ELECTRICITY	
DISTRIBUTIVE EDUCATION: UNIT III,		VT 011 661	5
MARKETING IN OUR ECONOMY. FIRST		GENERAL ELECTRICITY-ELECTRONICS	
YEAR SERIES.		TECHNOLOGY FOR INDUSTRIAL ARTS; A	
EDUCATIONAL EQUIPMENT		COURSE OF STUDY FOR THE UPPER	
VT 013 344	37	GRADES.	
THE DEVELOPMENT OF A TOTAL PROGRAM		VT 013 523	49
OF EDUCATION FOR THE WORLD OF WORK.		CURRICULUM GUIDE FOR VOCATIONAL	
PART III, FACILITIES AND EQUIPMENT		ELECTRONICS, GRADES 11 AND 12.	
GUIDE.		ELECTROMECHANICAL TECHNOLOGY	
VT 013 418	41	VT 013 417	41
AUTO MECHANICS PROGRAM, PLAN AND		CONSUMER APPLIANCE AND ELECTRICAL	
OUTLINE FOR SECONDARY LEVEL.		MECHANICAL PLAN AND OUTLINE FOR	
EDUCATIONAL FACILITIES		SECONDARY LEVEL.	
VT 013 344	37		
THE DEVELOPMENT OF A TOTAL PROGRAM			
OF EDUCATION FOR THE WORLD OF WORK.			
PART III, FACILITIES AND EQUIPMENT			
GUIDE.			

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
ELECTRONIC DATA PROCESSING		VT 005 844	2
VT 013 037	14	A SERIES OF LESSONS FOR HIGHWAY	
DATA PROCESSING.		ENGINEERING TECHNICIANS. PART	
ELECTRONICS		II--PHYSICS AND ADVANCED SURVEYING.	
VT 002 976	2	VT 005 845	3
UNDERSTANDING A BASIC TRANSISTOR		A SERIES OF LESSONS FOR HIGHWAY	
RADIO.		ENGINEERING TECHNICIANS. PART	
VT 011 661	5	III--MECHANICS OF MATERIALS.	
GENERAL ELECTRICITY-ELECTRONICS		ENGINES	
TECHNOLOGY FOR INDUSTRIAL ARTS; A		VT 013 513	47
COURSE OF STUDY FOR THE UPPER		SMALL GAS ENGINES I, COURSE OF	
GRADES.		STUDY.	
VT 013 287	37	VT 013 514	47
ELECTRONICS 1-4.		SMALL GAS ENGINES II, COURSE OF	
VT 013 523	49	STUDY.	
CURRICULUM GUIDE FOR VOCATIONAL		VT 013 575	54
ELECTRONICS, GRADES 11 AND 12.		SMALL ENGINES; CARE	
ELEMENTARY EDUCATION		-OPERATION--MAINTENANCE--REPAIR.	
VT 013 620	55	VOLUME I OF TWO VOLUMES.	
FAMILY LIFE EDUCATION.		ESTIMATED COSTS	
EMERGENCY SQUAD PERSONNEL		VT 013 416	40
VT 011 735	6	GENERAL INDUSTRIAL MECHANICS	
BASIC TRAINING PROGRAM FOR		PROGRAM; PLAN AND OUTLINE FOR	
EMERGENCY MEDICAL		SECONDARY LEVEL.	
TECHNICIAN--AMBULANCE. COURSE GUIDE		VT 013 417	41
AND COURSE COORDINATOR ORIENTATION		CONSUMER APPLIANCE AND ELECTRICAL	
PROGRAM.		MECHANICAL PLAN AND OUTLINE FOR	
VT 013 208	29	SECONDARY LEVEL.	
BASIC TRAINING PROGRAM FOR		FACILITY GUIDELINES	
EMERGENCY MEDICAL		VT 013 416	40
TECHNICIANS--AMBULANCE. CONCEPTS		GENERAL INDUSTRIAL MECHANICS	
AND RECOMMENDATIONS.		PROGRAM; PLAN AND OUTLINE FOR	
VT 013 210	29	SECONDARY LEVEL.	
BASIC TRAINING PROGRAM FOR		FAMILY LIFE	
EMERGENCY MEDICAL		VT 013 522	49
TECHNICIAN--AMBULANCE. INSTRUCTOR'S		DYNAMICS OF HUMAN RELATIONSHIPS.	
LESSON PLANS.		FAMILY LIFE EDUCATION	
EMPLOYER EMPLOYEE RELATIONSHIP		VT 013 620	55
VT 013 507	45	FAMILY LIFE EDUCATION.	
DISTRIBUTIVE EDUCATION TRAINING		FARM MANAGEMENT	
SPONSORS HANDBOOK.		VT 013 215	30
EMPLOYMENT QUALIFICATIONS		EDUCATION REGARDING CREDIT FOR	
VT 013 591	55	AGRICULTURAL PRODUCTION. TEACHING	
REFERENCE MANUAL FOR COOPERATIVE		SOURCE UNIT I--1, 2, 3, AND 4.	
OFFICE TRAINING.		VT 013 216	30
VT 013 732	57	EDUCATION REGARDING CREDIT FOR	
CAREERS AS AGRICULTURAL COMMODITY		AGRICULTURAL PRODUCTION. TEACHING	
GRADERS IN THE CONSUMER AND		SOURCE UNIT II--1, 2, 3, AND 4.	
MARKETING SERVICE, U.S. DEPARTMENT		VT 013 217	30
OF AGRICULTURE.		EDUCATION REGARDING CREDIT FOR	
ENGINEERING GRAPHICS		AGRICULTURAL PRODUCTION. TEACHING	
VT 013 509	46	SOURCE UNIT III--1, 2, 3, AND 4.	
TECHNICAL GRAPHICS.		VT 013 218	31
ENGINEERING TECHNICIANS		EDUCATION REGARDING CREDIT FOR	
VT 005 843	2	AGRICULTURAL PRODUCTION. TEACHING	
A SERIES OF LESSONS FOR HIGHWAY		SOURCE UNIT IV--1, 2, 3, 4, 5, AND	
ENGINEERING TECHNICIANS. PART		6.	
I--MATHEMATICS AND SURVEYING			
FUNDAMENTALS.			

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
FARM MECHANICS (OCCUPATION)		VT 013 158	22
VT 012 685	7	REMEDIAL MATH. BOOK 7: FRACTIONS THAT ARE LARGER THAN 1. CHANGING FRACTIONS LARGER THAN 1 TO MIXED NUMBERS.	
GENERAL AG. MECHANICS (SPECIALIZED STUDY--11TH AND 12TH GRADES).		VT 013 159	22
STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.		REMEDIAL MATH. BOOK 8: CHANGING FRACTIONS GREATER THAN 1 TO MIXED NUMBERS.	
FEDERAL LEGISLATION		GRAPHIC ARTS	
VT 012 552	7	VT 011 299	4
GUIDELINES FOR CONSUMER AND HOME MAKING EDUCATION PROGRAMS. PART F OF VOCATIONAL EDUCATION ACT OF 1968 (P.L. 90-576).		CURRICULUM GUIDE FOR GRADES 9-12.	
FILMS		VT 011 660	4
VT 013 390	39	GENERAL GRAPHIC ARTS TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.	
DRIVER EDUCATION, WORKING COPY.		VT 013 033	14
FLIGHT TRAINING		INDUSTRIAL ARTS CURRICULUM GUIDE FOR GRAPHIC ARTS IN OHIO SCHOOLS.	
VT 013 064	17	VT 013 532	51
GROUND INSTRUCTOR, INSTRUMENT WRITTEN TEST GUIDE.		DUPLICATION PROCESSES, COURSE OF STUDY.	
FOOD SERVICE		GUIDELINES	
VT 012 982	12	VT 012 552	7
FOOD SERVICE.		GUIDELINES FOR CONSUMER AND HOME MAKING EDUCATION PROGRAMS. PART F OF VOCATIONAL EDUCATION ACT OF 1968 (P.L. 90-576).	
FORESTRY		VT 013 025	13
VT 012 990	12	GUIDE TO APPRENTICESHIP.	
FORESTRY IN AGRICULTURAL EDUCATION.		VT 013 282	36
VT 013 541	52	ADVISORY COMMITTEES FOR DISTRIBUTIVE EDUCATION.	
FOREST SERVICE HEALTH AND SAFETY CODE.		GUIDES	
FRACTIONS		VT 013 507	45
VT 013 148	20	DISTRIBUTIVE EDUCATION TRAINING SPONSORS HANDBOOK.	
REMEDIAL MATH. BOOK 1: WHAT IS A FRACTION?		HAND TOOLS	
VT 013 149	20	VT 013 171	24
REMEDIAL MATH. BOOK 2: BREAKING DOWN FRACTIONS, PART I.		MACHINE SHOP COURSE. BOOK 8: LAYOUT TOOLS.	
VT 013 150	20	VT 013 173	25
REMEDIAL MATH. BOOK 2: WHAT IS A FRACTION, PART II.		MACHINE SHOP COURSE. BOOK 10: BENCH TOOLS.	
VT 013 151	20	VT 013 177	26
REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART I.		MACHINE SHOP COURSE. BOOK 14: TAPS, DIES, AND REAMERS.	
VT 013 152	21	HANDICRAFTS	
REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART II.		VT 013 530	51
VT 013 153	21	A GUIDE TO JEWELRY AND METAL CRAFTS.	
REMEDIAL MATH. BOOK 4: FRACTIONS.		HANDWASHING	
VT 013 154	21	VT 013 057	16
REMEDIAL MATH. BOOK 4: BREAKING DOWN FRACTIONS, PART II.		HANDWASHING.	
VT 013 155	21	HEALTH EDUCATION	
REMEDIAL MATH. BOOK 5: ADDITION AND SUBTRACTION OF FRACTIONS.		VT 013 515	47
VT 013 156	21	MEDICAL I, COURSE OF STUDY.	
REMEDIAL MATH. BOOK 5: FRACTIONS GREATER THAN 1. PART 1: WHAT IS A MIXED NUMBER?		VT 013 516	48
VT 013 157	21	MEDICAL II, COURSE OF STUDY.	
REMEDIAL MATH. BOOK 6: FRACTIONS THAT EQUAL 1.		VT 013 517	48
		MEDICAL III, COURSE OF STUDY.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
HEALTH GUIDES		HIGHWAY ENGINEERING AIDES	
VT 013 541	52	VT 005 843	2
FOREST SERVICE HEALTH AND SAFETY CODE.		A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART I--MATHEMATICS AND SURVEYING FUNDAMENTALS.	
HEALTH OCCUPATIONS		VT 005 844	2
VT 013 289	37	A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART II--PHYSICS AND ADVANCED SURVEYING.	
NURSE ASSISTANT. A COURSE OF STUDY--SECONDARY-POST-SECONDARY.		VT 005 845	3
VT 013 515	47	A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART III--MECHANICS OF MATERIALS.	
MEDICAL I, COURSE OF STUDY.			
VT 013 516	48		
MEDICAL II, COURSE OF STUDY.			
HEALTH OCCUPATIONS EDUCATION		HOME ECONOMICS	
VT 011 735	6	VT 013 520	49
BASIC TRAINING PROGRAM FOR EMERGENCY MEDICAL TECHNICIAN--AMBULANCE. COURSE GUIDE AND COURSE COORDINATOR ORIENTATION PROGRAM.		UNIFIED ARTS, COURSE OF STUDY.	
VT 012 977	12		
WORKBOOK FOR DENTAL RECORDS.		HOME ECONOMICS EDUCATION	
VT 013 041	15	VT 003 712	2
NURSING PROGRAM, LEVEL I. CURRICULUM PROJECT.		PLANNING FOR THE FUTURE, GUIDANCE UNITS, HOME ECONOMICS EDUCATION.	
VT 013 042	15	VT 012 552	7
NURSING PROGRAM, LEVEL II. CURRICULUM PROJECT.		GUIDELINES FOR CONSUMER AND HOMEMAKING EDUCATION PROGRAMS. PART F OF VOCATIONAL EDUCATION ACT OF 1968 (P.L. 90-576).	
VT 013 043	16	VT 013 477	43
NURSING PROGRAM, LEVEL III. CURRICULUM PROJECT.		CLOTHING I: PERFORMANCE CRITERIA.	
VT 013 057	16	VT 013 478	43
HANDWASHING.		CLOTHING II: PERFORMANCE CRITERIA.	
VT 013 208	29	VT 013 522	49
BASIC TRAINING PROGRAM FOR EMERGENCY MEDICAL TECHNICIANS--AMBULANCE. CONCEPTS AND RECOMMENDATIONS.		DYNAMICS OF HUMAN RELATIONSHIPS.	
VT 013 210	29	VT 013 647	56
BASIC TRAINING PROGRAM FOR EMERGENCY MEDICAL TECHNICIAN--AMBULANCE. INSTRUCTOR'S LESSON PLANS.		HOME MANAGEMENT FOR LOW-INCOME FAMILIES: NINTH AND TENTH GRADE LEVEL.	
VT 013 289	37	HOME MANAGEMENT	
NURSE ASSISTANT. A COURSE OF STUDY--SECONDARY-POST-SECONDARY.		VT 013 647	56
VT 013 515	47	HOME MANAGEMENT FOR LOW-INCOME FAMILIES: NINTH AND TENTH GRADE LEVEL.	
MEDICAL I, COURSE OF STUDY.			
VT 013 516	48	HOMEMAKING EDUCATION	
MEDICAL II, COURSE OF STUDY.		VT 013 296	37
VT 013 517	48	A CURRICULUM GUIDE IN CONSUMER AND HOMEMAKING EDUCATION FOR HOME ECONOMICS.	
MEDICAL III, COURSE OF STUDY.		VT 013 439	42
VT 013 569	53	A CURRICULUM GUIDE FOR HOME ECONOMICS, GRADES 7, 8, AND 9.	
DENTAL TECHNICIAN, PROSTHETIC.		VT 013 518	48
		HOME ECONOMICS, COURSE OF STUDY.	
HIGH SCHOOL STUDENTS		VT 013 545	52
VT 013 113	19	ADVANCED HOMEMAKING 88-AB, AN INSTRUCTIONAL GUIDE.	
DISTRIBUTIVE EDUCATION: UNIT IV, ORGANIZATION, LOCATION AND FINANCE. FIRST YEAR SERIES.		VT 013 592	55
		HOME ECONOMICS EDUCATION: CURRICULUM GUIDE GRADES 7-12.	
HIGH SCHOOLS			
VT 013 533	52	HORTICULTURE	
HORTICULTURE II, COURSE OF STUDY.		VT 012 802	9
		HORTICULTURE. UNIT (MODULE): PLANNING THE HOME LANDSCAPE.	
		VT 012 803	10
		HORTICULTURE. UNIT (MODULE): STARTING THE HOME LANDSCAPE.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 012 804	10	VT 011 664	6
HORTICULTURE. UNIT (MODULE): MAINTAINING THE HOME LANDSCAPE.		GENERAL WOOD TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.	
VT 012 805	10	VT 011 665	6
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): TOMATO PRODUCTION.		GENERAL METAL TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.	
VT 012 806	10	VT 013 001	13
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): PEPPER PRODUCTION.		INDUSTRIAL ARTS FOR THE '70'S. TEACHER'S MANUAL TV LESSON GUIDES. SUGGESTED GRADE SENIOR HIGH.	
VT 012 807	11	VT 013 033	14
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CUCUMBER PRODUCTION.		INDUSTRIAL ARTS CURRICULUM GUIDE FOR GRAPHIC ARTS IN OHIO SCHOOLS.	
VT 012 808	11	VT 013 087	18
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CABBAGE PRODUCTION.		COOPERATIVE INDUSTRIAL ARTS TESTS SPECIMEN SET.	
VT 012 809	11	VT 013 101	18
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): SNAPBEAN PRODUCTION.		POWER MECHANICS I; INDUSTRIAL ARTS III. COURSES OF STUDY.	
VT 013 533	52	VT 013 284	36
HORTICULTURE II, COURSE OF STUDY.		MASS PRODUCTION.	
HUMAN RELATIONS PROGRAMS		VT 013 287	37
VT 013 522	49	ELECTRONICS 1-4.	
DYNAMICS OF HUMAN RELATIONSHIPS.		VT 013 403	40
IDENTIFICATION TESTS		PLASTICS, 1-2.	
VT 013 058	16	VT 013 406	40
SKILL SHEETS FOR SMALL GASOLINE ENGINES.		INDUSTRIAL ARTS, GRADES 9 THROUGH 12. (EXPERIMENTAL EDITION).	
INDEXES (LOCATORS)		VT 013 409	40
VT 013 628	56	A COURSE ORGANIZATION FOR GENERAL METALS I.	
WYOMING OCCUPATIONAL RESOURCE KIT (WORK), INDEX '70.		VT 013 438	42
INDUSTRIAL ARTS		COURSES OF STUDY IN INDUSTRIAL ARTS 7-12.	
VT 002 976	2	VT 013 509	46
UNDERSTANDING A BASIC TRANSISTOR RADIO.		TECHNICAL GRAPHICS.	
VT 010 610	3	VT 013 520	49
AMERICAN INDUSTRIES FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.		UNIFIED ARTS, COURSE OF STUDY.	
VT 011 299	4	VT 013 530	51
CURRICULUM GUIDE FOR GRADES 9-12.		A GUIDE TO JEWELRY AND METAL CRAFTS.	
VT 011 660	4	VT 013 546	53
GENERAL GRAPHIC ARTS TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.		AN INTRODUCTION TO TECHNOLOGY.	
VT 011 661	5	VT 013 547	53
GENERAL ELECTRICITY-ELECTRONICS TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.		INDUSTRIAL WOODWORKING, AN INSTRUCTIONAL GUIDE.	
VT 011 662	5	INDUSTRIAL EDUCATION	
GENERAL DRAFTING TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.		VT 013 546	53
VT 011 663	5	AN INTRODUCTION TO TECHNOLOGY.	
GENERAL POWER TECHNOLOGY FOR INDUSTRIAL ARTS.		INDUSTRIAL TECHNOLOGY	
		VT 013 546	53
		AN INTRODUCTION TO TECHNOLOGY.	
		INNER CITY	
		VT 013 501	44
		SUGGESTED DECA PROJECTS FOR INNER CITY SCHOOLS OF NEW JERSEY.	
		VT 013 508	45
		DISTRIBUTIVE EDUCATION FOR THE DISADVANTAGED.	
		INSTITUTES (TRAINING PROGRAMS)	
		VT 013 577	54
		BEAT PATROL AND OBSERVATION.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
INSTRUCTIONAL AIDS		VT 013 176	25
VT 013 192	29	MACHINE SHOP COURSE. BOOK 13: SCREW	
METHODS OF TEACHING DISTRIBUTIVE		THREAD TERMS.	
EDUCATION.		VT 013 177	26
INSTRUCTIONAL MATERIALS		MACHINE SHOP COURSE. BOOK 14: TAPS,	
VT 002 976	2	DIES, AND REAMERS.	
UNDERSTANDING A BASIC TRANSISTOR		VT 013 202	29
RADIO.		INDUSTRIAL EDUCATION MATERIALS	
VT 011 298	4	GUIDE.	
CLERICAL AND RECORD KEEPING		VT 013 263	35
OCCUPATIONS, A SUGGESTED 1-YEAR		PERSONAL SUCCESS. UNIT I, SECOND	
CURRICULUM.		YEAR SERIES.	
VT 013 058	16	VT 013 264	36
SKILL SHEETS FOR SMALL GASOLINE		MERCHANDISING II. UNIT II, SECOND	
ENGINES.		YEAR SERIES.	
VT 013 102	18	VT 013 265	36
LABOR UNIONS AND ORGANIZATIONS: A		ORGANIZATION, LAYOUT, FINANCE. UNIT	
SELF-INSTRUCTIONAL UNIT FOR UNIT 18		III, SECOND YEAR SERIES.	
OF THE VOCATIONAL ORIENTATION		VT 013 266	36
TEACHER'S GUIDE.		MARKETING IN OUR ECONOMY. UNIT IV,	
VT 013 110	18	SECOND YEAR SERIES.	
DISTRIBUTIVE EDUCATION: UNIT I,		VT 013 287	37
ORIENTATION. FIRST YEAR SERIES.		ELECTRONICS 1-4.	
VT 013 111	19	VT 013 345	38
DISTRIBUTIVE EDUCATION: UNIT II,		SHEET METAL; PART THREE, WORKBOOK.	
MERCHANDISING. FIRST YEAR SERVICE.		VT 013 388	39
VT 013 163	23	INTRODUCTION TO BUSINESS,	
MACHINE SHOP COURSE. BOOK 0:		CURRICULUM GUIDE.	
WORKSHOP MATH ON DECIMAL ADDITION.		VT 013 391	39
VT 013 164	23	OFFICE SERVICES, GRADE TWELVE.	
MACHINE SHOP COURSE. BOOK 1:		VT 013 398	39
READING A DRAWING, TYPES OF		BUSINESS ENGLISH (WORKING COPY).	
DRAWINGS, TYPES OF LINES.		VT 013 406	40
VT 013 165	23	INDUSTRIAL ARTS, GRADES 9 THROUGH	
MACHINE SHOP COURSE. BOOK 2:		12. (EXPERIMENTAL EDITION).	
READING A DRAWING, BLUEPRINT		VT 013 499	44
MARKINGS.		WELDING, INSTRUCTIONAL UNITS.	
VT 013 166	23	PRELIMINARY DRAFT.	
MACHINE SHOP COURSE. BOOK 3: LAYOUT		VT 013 500	44
OF RIGHT ANGLES AND PARALLEL LINES.		AN ORIENTATION COURSE OF STUDY IN	
VT 013 167	24	DATA PROCESSING FOR STUDENTS OF	
MACHINE SHOP COURSE. BOOK 4:		DISTRIBUTIVE EDUCATION.	
CONSTRUCTION OF ANGLES.		VT 013 504	44
VT 013 168	24	REFRIGERATION II.	
MACHINE SHOP COURSE. BOOK 5: SHOP		VT 013 505	45
MATH.		INTRODUCTION TO VOCATIONAL	
VT 013 169	24	DISTRIBUTIVE EDUCATION UNIT.	
MACHINE SHOP COURSE. BOOK 6: STEEL		VT 013 511	46
RULE SCALES.		AUTOMOTIVE MECHANICS, COURSE OF	
VT 013 170	24	STUDY.	
MACHINE SHOP COURSE. BOOK 7:		VT 013 512	46
MEASURING INSTRUMENTS.		AUTOMOTIVE SERVICE, COURSE OF	
VT 013 171	24	STUDY.	
MACHINE SHOP COURSE. BOOK 8: LAYOUT		VT 013 520	49
TOOLS.		UNIFIED ARTS, COURSE OF STUDY.	
VT 013 172	25	VT 013 524	49
MACHINE SHOP COURSE. BOOK 9: METAL		CURRICULUM GUIDE FOR SYSTEMS II:	
CHARACTERISTICS.		ACCOUNTING.	
VT 013 173	25	VT 013 525	50
MACHINE SHOP COURSE. BOOK 10: BENCH		CURRICULUM GUIDE FOR INTRODUCTION	
TOOLS.		TO DATA PROCESSING, GRADES 11 AND	
VT 013 174	25	12.	
MACHINE SHOP COURSE. BOOK 11: THE		VT 013 528	50
MICROMETER CALIPER.		CURRICULUM GUIDE FOR BUSINESS	
VT 013 175	25	ORGANIZATION AND MANAGEMENT.	
MACHINE SHOP COURSE. BOOK 12: USE		VT 013 530	51
OF THE OPERATION SHEET.		A GUIDE TO JEWELRY AND METAL	
		CRAFTS.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 648 ED 052 382	56	JUNIOR HIGH SCHOOLS	
ABSTRACTS OF INSTRUCTIONAL		VT 002 976	2
MATERIALS IN VOCATIONAL AND		UNDERSTANDING A BASIC TRANSISTOR	
TECHNICAL EDUCATION (AIM), SPRING		RADIO.	
1971.		VT 013 545	52
VT 013 664	57	ADVANCED HOMEMAKING B8-A8, AN	
WHAT THE FARMER SHOULD KNOW ABOUT		INSTRUCTIONAL GUIDE.	
MARKETING MILK. PRELIMINARY COPY.			
VT 013 678	57	LABOR UNIONS	
GUIDE FOR TEACHING CUSTODIAN HELPER		VT 013 102	18
AND OCCUPATIONAL HOUSEKEEPER SKILLS		LABOR UNIONS AND ORGANIZATIONS: A	
1-2.		SELF-INSTRUCTIONAL UNIT FOR UNIT 18	
VT 013 689 ED 052 390	57	OF THE VOCATIONAL ORIENTATION	
MICROFICHE COLLECTION OF		TEACHER'S GUIDE.	
CLEARINGHOUSE DOCUMENTS REPORTED IN			
ABSTRACTS OF INSTRUCTIONAL		LABORATORY TECHNOLOGY	
MATERIALS IN VOCATIONAL AND		VT 012 581	7
TECHNICAL EDUCATION (AIM), SPRING		A CAREER IN LABORATORY ANIMAL	
1971.		SCIENCE AND TECHNOLOGY.	
		VT 013 569	53
INSTRUCTOR COORDINATORS		DENTAL TECHNICIAN, PROSTHETIC.	
VT 013 282	36		
ADVISORY COMMITTEES FOR		LANDSCAPING	
DISTRIBUTIVE EDUCATION.		VT 012 803	10
VT 013 510	46	HORTICULTURE. UNIT (MODULE):	
A GUIDE TO DISTRIBUTIVE EDUCATION		STARTING THE HOME LANDSCAPE.	
GEORGIA. ION.		VT 012 804	10
		HORTICULTURE. UNIT (MODULE):	
INSTRUMENTATION		MAINTAINING THE HOME LANDSCAPE.	
VT 011 024	4		
SUGGESTED SYLLABUS IN TECHNICAL		LAW ENFORCEMENT	
SUBJECTS, INSTRUMENTATION, AND		VT 013 070	17
CONTROL SYSTEMS.		MANUAL ON TRAINING FOR SHERIFFS.	
INSTRUMENTATION TECHNICIANS		LEARNING ACTIVITIES	
VT 011 024	4	VT 012 802	9
SUGGESTED SYLLABUS IN TECHNICAL		HORTICULTURE. UNIT (MODULE):	
SUBJECTS, INSTRUMENTATION, AND		PLANNING THE HOME LANDSCAPE.	
CONTROL SYSTEMS.		VT 013 406	40
		INDUSTRIAL ARTS, GRADES 9 THROUGH	
INSURANCE OCCUPATIONS		12. (EXPERIMENTAL EDITION).	
VT 013 085	17		
SIMULATED AUTOMOBILE INSURANCE		LESSON PLANS	
MANUAL.		VT 005 843	2
VT 013 086	17	A SERIES OF LESSONS FOR HIGHWAY	
SIMULATED AUTOMOBILE INSURANCE		ENGINEERING TECHNICIANS. PART	
FORMS.		I--MATHEMATICS AND SURVEYING	
		FUNDAMENTALS.	
IRRIGATION		VT 005 844	2
VT 013 582	55	A SERIES OF LESSONS FOR HIGHWAY	
PLANNING FOR AN IRRIGATION SYSTEM.		ENGINEERING TECHNICIANS. PART	
		II--PHYSICS AND ADVANCED SURVEYING.	
JOB APPLICATION		VT 005 845	3
VT 013 248	34	A SERIES OF LESSONS FOR HIGHWAY	
REMEDIAL READING. BOOK 13:		ENGINEERING TECHNICIANS. PART	
APPLICATION BLANKS.		III--MECHANICS OF MATERIALS.	
		VT 013 101	18
JOB SKILLS		POWER MECHANICS I; INDUSTRIAL ARTS	
VT 012 982	12	III. COURSES OF STUDY.	
FOOD SERVICE.		VT 013 210	29
		BASIC TRAINING PROGRAM FOR	
JOB TRAINING		EMERGENCY MEDICAL	
VT 013 470	42	TECHNICIAN--AMBULANCE. INSTRUCTOR'S	
INTRODUCTION TO APPRENTICESHIP.		LESSON PLANS.	
WORKBOOK.		VT 013 504	44
VT 013 591	55	REFRIGERATION II.	
REFERENCE MANUAL FOR COOPERATIVE		VT 013 577	54
OFFICE TRAINING.		BEAT PATROL AND OBSERVATION.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 580	54	VT 013 169	24
CAREER ORIENTATION: "MINI" UNIT.		MACHINE SHOP COURSE. BOOK 6: STEEL	
LOW INCOME GROUPS		RULE SCALES.	
VT 013 647	56	VT 013 170	24
HOME MANAGEMENT FOR LOW-INCOME		MACHINE SHOP COURSE. BOOK 7:	
FAMILIES: NINTH AND TENTH GRADE		MEASURING INSTRUMENTS.	
LEVEL.		VT 013 171	24
LUMBER INDUSTRY		MACHINE SHOP COURSE. BOOK 8: LAYOUT	
VT 012 990	12	TOOLS.	
FORESTRY IN AGRICULTURAL EDUCATION.		VT 013 173	25
MACHINE TOOL OPERATORS		MACHINE SHOP COURSE. BOOK 10: BENCH	
VT 013 175	25	TOOLS.	
MACHINE SHOP COURSE. BOOK 12: USE		VT 013 174	25
OF THE OPERATION SHEET.		MACHINE SHOP COURSE. BOOK 11: THE	
MACHINE TOOLS		MICROMETER CALIPER.	
VT 013 179	26	VT 013 175	25
MACHINE SHOP COURSE. BOOK 15: THE		MACHINE SHOP COURSE. BOOK 12: USE	
DRILL PRESS.		OF THE OPERATION SHEET.	
VT 013 179	26	VT 013 176	25
MACHINE SHOP COURSE. BOOK 15A: THE		MACHINE SHOP COURSE. BOOK 13: SCREW	
ENGINE LATHE.		THREAD TERMS.	
VT 013 180	26	VT 013 177	26
MACHINE SHOP COURSE. BOOK 15B: THE		MACHINE SHOP COURSE. BOOK 14: TAPS,	
ENGINE LATHE.		DIES, AND REAMERS.	
VT 013 181	27	VT 013 178	26
MACHINE SHOP COURSE. BOOK 16: DRILL		MACHINE SHOP COURSE. BOOK 15: THE	
PRESS SAFETY REGULATIONS.		DRILL PRESS.	
VT 013 182	27	VT 013 179	26
MACHINE SHOP COURSE. BOOK 17: THE		MACHINE SHOP COURSE. BOOK 15A: THE	
ENGINE LATHE.		ENGINE LATHE.	
VT 013 184	27	VT 013 180	26
MACHINE SHOP COURSE. BOOK 19:		MACHINE SHOP COURSE. BOOK 15B: THE	
ENGINE LATHE SAFETY REGULATIONS.		ENGINE LATHE.	
VT 013 185	27	VT 013 182	27
MACHINE SHOP COURSE. BOOK 20: FEEDS		MACHINE SHOP COURSE. BOOK 17: THE	
AND SPEEDS.		ENGINE LATHE.	
VT 013 188	28	VT 013 183	27
MACHINE SHOP COURSE. BOOK 23:		MACHINE SHOP COURSE. BOOK 18: SHOP	
MILLING MACHINE.		MATH REVIEW.	
VT 013 189	28	VT 013 185	27
MACHINE SHOP COURSE. BOOK 24: THE		MACHINE SHOP COURSE. BOOK 20: FEEDS	
SURFACE GRINDER.		AND SPEEDS.	
MACHINISTS		VT 013 187	28
VT 013 163	23	MACHINE SHOP COURSE. BOOK 22:	
MACHINE SHOP COURSE. BOOK 0:		VERNIER CALIPER.	
WORKSHOP MATH ON DECIMAL ADDITION.		VT 013 188	28
VT 013 164	23	MACHINE SHOP COURSE. BOOK 23:	
MACHINE SHOP COURSE. BOOK 1:		MILLING MACHINE.	
READING A DRAWING, TYPES OF		VT 013 189	28
DRAWINGS, TYPES OF LINES.		MACHINE SHOP COURSE. BOOK 24: THE	
VT 013 165	23	SURFACE GRINDER.	
MACHINE SHOP COURSE. BOOK 2:		MAINTENANCE	
READING A DRAWING, BLUEPRINT		VT 013 575	54
MARKINGS.		SMALL ENGINES; CARE	
VT 013 166	23	-OPERATION--MAINTENANCE--REPAIR.	
MACHINE SHOP COURSE. BOOK 3: LAYOUT		VOLUME I OF TWO VOLUMES.	
OF RIGHT ANGLES AND PARALLEL LINES.		MANAGEMENT DEVELOPMENT	
VT 013 167	24	VT 013 549	53
MACHINE SHOP COURSE. BOOK 4:		MERCHANDISE PRICING, INSTRUCTOR'S	
CONSTRUCTION OF ANGLES.		MANUAL.	
VT 013 168	24	MANPOWER DEVELOPMENT	
MACHINE SHOP COURSE. BOOK 5: SHOP		VT 013 025	13
MATH.		GUIDE TO APPRENTICESHIP.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
MANUALS		MATHEMATICS	
VT 012 971	12	VT 013 163	23
MOTIVATION AND THE DISADVANTAGED		MACHINE SHOP COURSE. BOOK 0:	
TRAINEE. A MANUAL FOR INSTRUCTORS.		WORKSHOP MATH ON DECIMAL ADDITION.	
VT 012 991	13	VT 013 168	24
SIMULATED OFFICE EDUCATION. COURSE		MACHINE SHOP COURSE. BOOK 5: SHOP	
OF STUDY. TEACHER MANUAL.		MATH.	
VT 012 992	13	VT 013 183	27
SIMULATED OFFICE EDUCATION. COURSE		MACHINE SHOP COURSE. BOOK 18: SHOP	
OF STUDY. STUDENT MANUAL.		MATH REVIEW.	
VT 013 001	13	VT 013 185	27
INDUSTRIAL ARTS FOR THE '70'S.		MACHINE SHOP COURSE. BOOK 20: FEEDS	
TEACHER'S MANUAL TV LESSON GUIDES.		AND SPEEDS.	
SUGGESTED GRADE SENIOR HIGH.		VT 013 186	28
VT 013 085	17	MACHINE SHOP COURSE. BOOK 21: SHOP	
SIMULATED AUTOMOBILE INSURANCE		MATH REVIEW.	
MANUAL.		VT 013 498	43
VT 013 086	17	BASIC MATHEMATICS FOR VOCATIONAL	
SIMULATED AUTOMOBILE INSURANCE		AND TECHNICAL STUDENTS, PART I AND	
FORMS.		II.	
VT 013 202	29	MEASUREMENT INSTRUMENTS	
INDUSTRIAL EDUCATION MATERIALS		VT 013 087	18
GUIDE.		COOPERATIVE INDUSTRIAL ARTS TESTS	
VT 013 282	36	SPECIMEN SET.	
ADVISORY COMMITTEES FOR		VT 013 169	24
DISTRIBUTIVE EDUCATION.		MACHINE SHOP COURSE. BOOK 6: STEEL	
VT 013 344	37	RULE SCALES.	
THE DEVELOPMENT OF A TOTAL PROGRAM		VT 013 170	24
OF EDUCATION FOR THE WORLD OF WORK.		MACHINE SHOP COURSE. BOOK 7:	
PART III, FACILITIES AND EQUIPMENT		MEASURING INSTRUMENTS.	
GUIDE.		VT 013 174	25
VT 013 382	38	MACHINE SHOP COURSE. BOOK 11: THE	
SHORTHAND, A COURSE OF STUDY MANUAL		MICROMETER CALIPER.	
FOR TEACHERS.		VT 013 187	28
VT 013 501	44	MACHINE SHOP COURSE. BOOK 22:	
SUGGESTED DECA PROJECTS FOR INNER		VERNIER CALIPER.	
CITY SCHOOLS OF NEW JERSEY.		MECHANICAL SKILLS	
MANUFACTURING		VT 013 639	56
VT 013 284	36	THE TRAINING OF ELECTRICIANS,	
MASS PRODUCTION.		ELECTRICAL FITTERS' AND MECHANICAL	
MARKETING		FITTERS' MATES IN ELECTRICITY	
VT 013 112	19	BOARDS CONCERNED WITH DISTRIBUTION.	
DISTRIBUTIVE EDUCATION: UNIT III,		MECHANICS (PROCESS)	
MARKETING IN OUR ECONOMY. FIRST		VT 013 416	40
YEAR SERIES.		GENERAL INDUSTRIAL MECHANICS	
VT 013 114	19	PROGRAM; PLAN AND OUTLINE FOR	
DISTRIBUTIVE EDUCATION: UNIT V,		SECONDARY LEVEL.	
MARKETING MANAGEMENT. FIRST YEAR		MEDICAL ASSISTANTS	
SERIES.		VT 013 516	48
VT 013 266	36	MEDICAL II, COURSE OF STUDY.	
MARKETING IN OUR ECONOMY. UNIT IV,		VT 013 517	48
SECOND YEAR SERIES.		MEDICAL III, COURSE OF STUDY.	
VT 013 664	57	MERCHANDISING	
WHAT THE FARMER SHOULD KNOW ABOUT		VT 013 111	19
MARKETING MILK. PRELIMINARY COPY.		DISTRIBUTIVE EDUCATION: UNIT II,	
MASONRY		MERCHANDISING. FIRST YEAR SERVICE.	
VT 012 650	8	VT 013 264	36
AGRI-BUSINESS MASONRY, STUDENT STUDY		MERCHANDISING II. UNIT II, SECOND	
GUIDE.		YEAR SERIES.	
MASS PRODUCTION		VT 013 549	53
VT 013 284	36	MERCHANDISE PRICING, INSTRUCTOR'S	
MASS PRODUCTION.		MANUAL.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
METALS		NURSING	
VT 011 665	6	VT 013 041	15
GENERAL METAL TECHNOLOGY FOR INDUSTRIAL ARTS; A COURSE OF STUDY FOR THE UPPER GRADES.		NURSING PROGRAM, LEVEL I. CURRICULUM PROJECT.	
VT 013 172	25	VT 013 042	15
MACHINE SHOP COURSE. BOOK 9: METAL CHARACTERISTICS.		NURSING PROGRAM, LEVEL II. CURRICULUM PROJECT.	
VT 013 176	25	VT 013 043	16
MACHINE SHOP COURSE. BOOK 13: SCREW THREAD TERMS.		NURSING PROGRAM, LEVEL III. CURRICULUM PROJECT.	
VT 013 178	26	OCCUPATIONAL EXPLORATION	
MACHINE SHOP COURSE. BOOK 15: THE DRILL PRESS.		VT 003 712	2
VT 013 179	26	PLANNING FOR THE FUTURE, GUIDANCE UNITS, HOME ECONOMICS EDUCATION.	
MACHINE SHOP COURSE. BOOK 15A: THE ENGINE LATHE.		VT 013 039	15
VT 013 180	26	ORNAMENTAL HORTICULTURE FOR VOCATIONAL AGRICULTURE IN ALABAMA.	
MACHINE SHOP COURSE. BOOK 15B: THE ENGINE LATHE.		VT 013 418	41
VT 013 181	27	AUTO MECHANICS PROGRAM, PLAN AND OUTLINE FOR SECONDARY LEVEL.	
MACHINE SHOP COURSE. BOOK 16: DRILL PRESS SAFETY REGULATIONS.		OCCUPATIONAL GUIDANCE	
VT 013 182	27	VT 003 712	2
MACHINE SHOP COURSE. BOOK 17: THE ENGINE LATHE.		PLANNING FOR THE FUTURE, GUIDANCE UNITS, HOME ECONOMICS EDUCATION.	
VT 013 183	27	VT 013 505	45
MACHINE SHOP COURSE. BOOK 18: SHOP MATH REVIEW.		INTRODUCTION TO VOCATIONAL DISTRIBUTIVE EDUCATION UNIT.	
VT 013 184	27	VT 013 538	52
MACHINE SHOP COURSE. BOOK 19: ENGINE LATHE SAFETY REGULATIONS.		COURSE OF STUDY FOR EDUCATION AND VOCATIONAL PLANNING.	
VT 013 186	28	VT 013 628	56
MACHINE SHOP COURSE. BOOK 21: SHOP MATH REVIEW.		WYOMING OCCUPATIONAL RESOURCE KIT (WORK), INDEX '70.	
VT 013 187	28	OCCUPATIONAL HOME ECONOMICS	
MACHINE SHOP COURSE. BOOK 22: VERNIER CALIPER.		VT 012 982	12
VT 013 188	28	FOOD SERVICE.	
MACHINE SHOP COURSE. BOOK 23: MILLING MACHINE.		OCCUPATIONAL INFORMATION	
VT 013 189	28	VT 013 580	54
MACHINE SHOP COURSE. BOOK 24: THE SURFACE GRINDER.		CAREER ORIENTATION; "MINI" UNIT.	
VT 013 409	40	OCCUPATIONAL TESTS	
A COURSE ORGANIZATION FOR GENERAL METALS I.		VT 013 538	52
		COURSE OF STUDY FOR EDUCATION AND VOCATIONAL PLANNING.	
MICROFILM		OFF FARM AGRICULTURAL OCCUPATIONS	
VT 013 628	56	VT 012 685	7
WYOMING OCCUPATIONAL RESOURCE KIT (WORK), INDEX '70.		GENERAL AG. MECHANICS (SPECIALIZED STUDY--11TH AND 12TH GRADES). STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.	
MODELS		VT 013 732	57
VT 013 406	40	CAREERS AS AGRICULTURAL COMMODITY GRADERS IN THE CONSUMER AND MARKETING SERVICE, U.S. DEPARTMENT OF AGRICULTURE.	
INDUSTRIAL ARTS, GRADES 9 THROUGH 12. (EXPERIMENTAL EDITION).		OFFICE MACHINES	
NONCOLLEGE PREPARATORY STUDENTS		VT 013 391	39
VT 013 628	56	OFFICE SERVICES, GRADE TWELVE.	
WYOMING OCCUPATIONAL RESOURCE KIT (WORK), INDEX '70.			
NURSES AIDES			
VT 013 285	37		
NURSE ASSISTANT. A COURSE OF STUDY--SECONDARY-POST-SECONDARY.			
VT 013 517	48		
MEDICAL III, COURSE OF STUDY.			

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
OFFICE OCCUPATIONS EDUCATION		PHYSICAL CHARACTERISTICS	
VT 011 970	6	VT 013 172	25
STENOGRAPHIC-SECRETARIAL		MACHINE SHOP COURSE. BOOK 9: METAL	
OCCUPATIONS; A SUGGESTED 1-YEAR		CHARACTERISTICS.	
CURRICULUM.			
VT 012 991	13	PLANT SCIENCE	
SIMULATED OFFICE EDUCATION. COURSE		VT 012 805	10
OF STUDY. TEACHER MANUAL.		HORTICULTURE (VEGETABLE	
VT 013 391	39	PRODUCTION). UNIT (MODULE): TOMATO	
OFFICE SERVICES, GRADE TWELVE.		PRODUCTION.	
VT 013 591	55	VT 012 806	10
REFERENCE MANUAL FOR COOPERATIVE		HORTICULTURE (VEGETABLE	
OFFICE TRAINING.		PRODUCTION). UNIT (MODULE): PEPPER	
		PRODUCTION.	
ORGANIZATION		VT 012 807	11
VT 013 265	36	HORTICULTURE (VEGETABLE	
ORGANIZATION, LAYOUT, FINANCE. UNIT		PRODUCTION). UNIT (MODULE):	
III, SECOND YEAR SERIES.		CUCUMBER PRODUCTION.	
		VT 012 808	11
ORIENTATION MATERIALS		HORTICULTURE (VEGETABLE	
VT 013 102	18	PRODUCTION). UNIT (MODULE): CABBAGE	
LABOR UNIONS AND ORGANIZATIONS: A		PRODUCTION.	
SELF-INSTRUCTIONAL UNIT FOR UNIT 18		VT 012 809	11
OF THE VOCATIONAL ORIENTATION		HORTICULTURE (VEGETABLE	
TEACHER'S GUIDE.		PRODUCTION). UNIT (MODULE):	
VT 013 110	18	SNAPBEAN PRODUCTION.	
DISTRIBUTIVE EDUCATION: UNIT I,			
ORIENTATION. FIRST YEAR SERIES.		PLASTICS	
		VT 013 403	40
ORNAMENTAL HORTICULTURE		PLASTICS, 1-2.	
VT 012 802	10		
HORTICULTURE. UNIT (MODULE):		POLICE SEMINARS	
STARTING THE HOME LANDSCAPE.		VT 013 577	54
VT 013 034	14	BEAT PATROL AND OBSERVATION.	
ORNAMENTAL HORTICULTURE, STUDENT			
STUDY GUIDE.		POWER MECHANICS	
VT 013 039	15	VT 011 663	5
ORNAMENTAL HORTICULTURE FOR		GENERAL POWER TECHNOLOGY FOR	
VOCATIONAL AGRICULTURE IN ALABAMA.		INDUSTRIAL ARTS.	
VT 013 533	52	VT 012 688	8
HORTICULTURE II, COURSE OF STUDY.		AGRI-BUSINESS POWER MECHANICS,	
		STUDENT STUDY GUIDE.	
ORNAMENTAL HORTICULTURE OCCUPATION		VT 013 101	18
VT 013 039	15	POWER MECHANICS I: INDUSTRIAL ARTS	
ORNAMENTAL HORTICULTURE FOR		III. COURSES OF STUDY.	
VOCATIONAL AGRICULTURE IN ALABAMA.			
		PRINTING	
ORTHOGONAL PROJECTION		VT 013 532	51
VT 013 509	46	DUPLICATION PROCESSES, COURSE OF	
TECHNICAL GRAPHICS.		STUDY.	
PAMPHLETS		PROGRAM COORDINATION	
VT 012 581	7	VT 011 735	6
A CAREER IN LABORATORY ANIMAL		BASIC TRAINING PROGRAM FOR	
SCIENCE AND TECHNOLOGY.		EMERGENCY MEDICAL	
		TECHNICIAN--AMBULANCE. COURSE GUIDE	
PENNSYLVANIA		AND COURSE COORDINATOR ORIENTATION	
VT 013 664	57	PROGRAM.	
WHAT THE FARMER SHOULD KNOW ABOUT		VT 013 510	46
MARKETING MILK. PRELIMINARY COPY.		A GUIDE TO DISTRIBUTIVE EDUCATION	
		COORDINATION.	
PHOTOGRAPHY			
VT 013 532	51	PROGRAM DESCRIPTIONS	
DUPLICATION PROCESSES, COURSE OF		VT 013 732	57
STUDY.		CAREERS AS AGRICULTURAL COMMODITY	
		GRADERS IN THE CONSUMER AND	
		MARKETING SERVICE, U.S. DEPARTMENT	
		OF AGRICULTURE.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
PROGRAM DEVELOPMENT		VT 013 252	35
VT 011 299	4	REMEDIAL READING. BOOK 17:	
CLERICAL AND RECORD KEEPING		PRONOUNCING HARD WORDS.	
OCCUPATIONS, A SUGGESTED 1-YEAR			
CURRICULUM.		READING IMPROVEMENT	
VT 013 070	17	VT 013 236	31
MANUAL ON TRAINING FOR SHERIFFS.		REMEDIAL READING. BOOK 1: CAREFUL	
VT 013 208	29	READING.	
BASIC TRAINING PROGRAM FOR		VT 013 237	31
EMERGENCY MEDICAL		REMEDIAL READING. BOOK 2: MORE	
TECHNICIANS--AMBULANCE. CONCEPTS		CAREFUL READING.	
AND RECOMMENDATIONS.		VT 013 238	31
		REMEDIAL READING. BOOK 3:	
PROGRAM GUIDES		ALL--SOME--NONE.	
VT 011 735	6	VT 013 239	32
BASIC TRAINING PROGRAM FOR		REMEDIAL READING. BOOK 4:	
EMERGENCY MEDICAL		BOTH--EITHER--NEITHER.	
TECHNICIAN--AMBULANCE. COURSE GUIDE		VT 013 240	32
AND COURSE COORDINATOR ORIENTATION		REMEDIAL READING. BOOK 5: WHAT GOES	
PROGRAM.		WHERE?	
VT 013 048	16	VT 013 241	32
BUSINESS AND OFFICE EDUCATION		REMEDIAL READING. BOOK 6: WHAT GOES	
HANDBOOK AND GUIDE FOR SOUTH		WHERE?	
DAKOTA.		VT 013 242	32
VT 013 070	17	REMEDIAL READING. BOOK 7: WHAT GOES	
MANUAL ON TRAINING FOR SHERIFFS.		WHERE?	
VT 013 208	29	VT 013 243	33
BASIC TRAINING PROGRAM FOR		REMEDIAL READING. BOOK 8: USING THE	
EMERGENCY MEDICAL		DICTIONARY, PART I.	
TECHNICIANS--AMBULANCE. CONCEPTS		VT 013 244	33
AND RECOMMENDATIONS.		REMEDIAL READING. BOOK 9: USING THE	
VT 013 416	40	DICTIONARY, PART II.	
GENERAL INDUSTRIAL MECHANICS		VT 013 245	33
PROGRAM; PLAN AND OUTLINE FOR		REMEDIAL READING. BOOK 10: BREAKING	
SECONDARY LEVEL.		DOWN SENTENCES.	
VT 013 417	41	VT 013 246	33
CONSUMER APPLIANCE AND ELECTRICAL		REMEDIAL READING. BOOK 11: BREAKING	
MECHANICAL PLAN AND OUTLINE FOR		DOWN WORDS.	
SECONDARY LEVEL.		VT 013 247	34
VT 013 418	41	REMEDIAL READING. BOOK 12: BREAKING	
AUTO MECHANICS PROGRAM, PLAN AND		DOWN WORDS.	
OUTLINE FOR SECONDARY LEVEL.		VT 013 248	34
		REMEDIAL READING. BOOK 13:	
PROGRAM PLANNING		APPLICATION BLANKS.	
VT 013 048	16	VT 013 249	34
BUSINESS AND OFFICE EDUCATION		REMEDIAL READING. BOOK 14: WORD	
HANDBOOK AND GUIDE FOR SOUTH		ATTACK, PART I.	
DAKOTA.		VT 013 250	34
VT 013 070	17	REMEDIAL READING. BOOK 15: WORD	
MANUAL ON TRAINING FOR SHERIFFS.		ATTACK, PART 2.	
VT 013 344	37	VT 013 251	35
THE DEVELOPMENT OF A TOTAL PROGRAM		REMEDIAL READING. BOOK 16:	
OF EDUCATION FOR THE WORLD OF WORK.		PRONOUNCING HARD WORDS.	
PART III, FACILITIES AND EQUIPMENT		VT 013 252	35
GUIDE.		REMEDIAL READING. BOOK 17:	
		PRONOUNCING HARD WORDS.	
PROGRAMING		VT 013 253	35
VT 013 037	14	REMEDIAL READING. BOOK 18: SPELLING	
DATA PROCESSING.		HARD WORDS.	
		RECORDS (FORMS)	
PROJECTS		VT 013 086	17
VT 013 501	44	SIMULATED AUTOMOBILE INSURANCE	
SUGGESTED DECA PROJECTS FOR INNER		FORMS.	
CITY SCHOOLS OF NEW JERSEY.			
PRONUNCIATION INSTRUCTION			
VT 013 251	35		
REMEDIAL READING. BOOK 16:			
PRONOUNCING HARD WORDS.			

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
REFERENCE MATERIALS		REMEDIAL READING	
VT 013 102	18	VT 013 236	31
LABOR UNIONS AND ORGANIZATIONS: A SELF-INSTRUCTIONAL UNIT FOR UNIT 18 OF THE VOCATIONAL ORIENTATION TEACHER'S GUIDE.		REMEDIAL READING. BOOK 1: CAREFUL READING.	
VT 013 576	54	VT 013 237	31
POLICE REPORT WRITING.		REMEDIAL READING. BOOK 2: MORE CAREFUL READING.	
VT 013 591	55	VT 013 238	31
REFERENCE MANUAL FOR COOPERATIVE OFFICE TRAINING.		REMEDIAL READING. BOOK 3: ALL--SOME--NONE.	
REFRIGERATION		VT 013 239	32
VT 013 504	44	REMEDIAL READING. BOOK 4: BOTH--EITHER--NEITHER.	
REFRIGERATION II.		VT 013 240	32
REMEDIAL MATHEMATICS		REMEDIAL READING. BOOK 5: WHAT GOES WHERE?	
VT 013 147	20	VT 013 241	32
REMEDIAL MATH. REVIEW BOOK 1: SUBTRACTION.		REMEDIAL READING. BOOK 6: WHAT GOES WHERE?	
VT 013 148	20	VT 013 242	32
REMEDIAL MATH. BOOK 1: WHAT IS A FRACTION?		REMEDIAL READING. BOOK 7: WHAT GOES WHERE?	
VT 013 149	20	VT 013 243	33
REMEDIAL MATH. BOOK 2: BREAKING DOWN FRACTIONS, PART I.		REMEDIAL READING. BOOK 8: USING THE DICTIONARY, PART I.	
VT 013 150	20	VT 013 244	33
REMEDIAL MATH. BOOK 2: WHAT IS A FRACTION, PART II.		REMEDIAL READING. BOOK 9: USING THE DICTIONARY, PART II.	
VT 013 151	20	VT 013 245	33
REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART I.		REMEDIAL READING. BOOK 10: BREAKING DOWN SENTENCES.	
VT 013 152	21	VT 013 246	33
REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART II.		REMEDIAL READING. BOOK 11: BREAKING DOWN WORDS.	
VT 013 153	21	VT 013 247	34
REMEDIAL MATH. BOOK 4: FRACTIONS.		REMEDIAL READING. BOOK 12: BREAKING DOWN WORDS.	
VT 013 154	21	VT 013 248	34
REMEDIAL MATH. BOOK 4: BREAKING DOWN FRACTIONS, PART II.		REMEDIAL READING. BOOK 13: APPLICATION BLANKS.	
VT 013 155	21	VT 013 249	34
REMEDIAL MATH. BOOK 5: ADDITION AND SUBTRACTION OF FRACTIONS.		REMEDIAL READING. BOOK 14: WORD ATTACK, PART I.	
VT 013 156	21	VT 013 250	34
REMEDIAL MATH. BOOK 5: FRACTIONS GREATER THAN 1. PART 1: WHAT IS A MIXED NUMBER?		REMEDIAL READING. BOOK 15: WORD ATTACK, PART 2.	
VT 013 157	21	VT 013 251	35
REMEDIAL MATH. BOOK 6: FRACTIONS THAT EQUAL 1.		REMEDIAL READING. BOOK 16: PRONOUNCING HARD WORDS.	
VT 013 158	22	VT 013 252	35
REMEDIAL MATH. BOOK 7: FRACTIONS THAT ARE LARGER THAN 1. CHANGING FRACTIONS LARGER THAN 1 TO MIXED NUMBERS.		REMEDIAL READING. BOOK 17: PRONOUNCING HARD WORDS.	
VT 013 159	22	VT 013 253	35
REMEDIAL MATH. BOOK 8: CHANGING FRACTIONS GREATER THAN 1 TO MIXED NUMBERS.		REMEDIAL READING. BOOK 18: SPELLING HARD WORDS.	
VT 013 160	22	REPORTS	
REMEDIAL MATH. BOOK 9: WHAT IS A DECIMAL FRACTION, PART I.		VT 013 576	54
VT 013 161	22	POLICE REPORT WRITING.	
REMEDIAL MATH. BOOK 10: WHAT IS A DECIMAL FRACTION, PART II.		RESOURCE GUIDES	
VT 013 162	22	VT 013 423	41
REMEDIAL MATH. BOOK 11: WHAT IS A DECIMAL FRACTION, PART III.		SAFETY EDUCATION IN IDAHO SCHOOLS.	
		RESOURCE MATERIALS	
		VT 013 085	17
		SIMULATED AUTOMOBILE INSURANCE MANUAL.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 192	29	SECONDARY GRADES	
METHODS OF TEACHING DISTRIBUTIVE		VT 013 526	50
EDUCATION.		CURRICULUM GUIDE FOR VOCATIONAL	
VT 013 202	29	ARCHITECTURAL DRAFTING, GRADES 11	
INDUSTRIAL EDUCATION MATERIALS		AND 12.	
GUIDE.			
VT 013 388	39	SECRETARIES	
INTRODUCTION TO BUSINESS,		VT 011 970	6
CURRICULUM GUIDE.		STENOGRAPHIC-SECRETARIAL	
VT 013 427	41	OCCUPATIONS; A SUGGESTED 1-YEAR	
GUIDE FOR BUSINESS EDUCATION.		CURRICULUM.	
VT 013 580	54		
CAREER ORIENTATION; "MINI" UNIT.		SENTENCE STRUCTURE	
RESOURCE UNITS		VT 013 245	33
VT 003 712	2	REMEDIAL READING. BOOK 10: BREAKING	
PLANNING FOR THE FUTURE, GUIDANCE		DOWN SENTENCES.	
UNITS, HOME ECONOMICS EDUCATION.			
REVIEW (REEXAMINATION)		SEWING INSTRUCTION	
VT 013 186	28	VT 013 477	43
MACHINE SHOP COURSE. BOOK 21: SHOP		CLOTHING I: PERFORMANCE CRITERIA.	
MATH REVIEW.		VT 013 478	43
		CLOTHING II: PERFORMANCE CRITERIA.	
ROLE PLAYING		SHEET METAL WORK	
VT 012 992	13	VT 012 689	8
SIMULATED OFFICE EDUCATION. COURSE		AGRI-BUSINESS METALWORKING; STUDENT	
OF STUDY. STUDENT MANUAL.		STUDY GUIDE.	
SAFETY		SHEET METAL WORKERS	
VT 013 541	52	VT 013 345	38
FOREST SERVICE HEALTH AND SAFETY		SHEET METAL; PART THREE, WORKBOOK.	
CODE.			
SAFETY EDUCATION		SIMULATION	
VT 013 365	38	VT 006 149	3
SAFETY TRAINING TECHNIQUES IN THE		P 3A FLIGHT SIMULATOR COURSE.	
CLASSROOM.		VT 012 991	13
VT 013 423	41	SIMULATED OFFICE EDUCATION. COURSE	
SAFETY EDUCATION IN IDAHO SCHOOLS.		OF STUDY. TEACHER MANUAL.	
VT 013 541	52	VT 012 992	13
FOREST SERVICE HEALTH AND SAFETY		SIMULATED OFFICE EDUCATION. COURSE	
CODE.		OF STUDY. STUDENT MANUAL.	
SALESMANSHIP		VT 013 085	17
VT 003 370	2	SIMULATED AUTOMOBILE INSURANCE	
SALESMANSHIP, INSTRUCTIONAL GUIDE		MANUAL.	
FOR SENIOR HIGH SCHOOLS.		VT 013 086	17
		SIMULATED AUTOMOBILE INSURANCE	
SANITATION		FORMS.	
VT 013 057	16	VT 013 284	36
HANDWASHING.		MASS PRODUCTION.	
SCHOOL SAFETY		SIMULATORS	
VT 013 181	27	VT 006 149	3
MACHINE SHOP COURSE. BOOK 16: DRILL		P 3A FLIGHT SIMULATOR COURSE.	
PRESS SAFETY REGULATIONS.			
VT 013 184	27	SITE DEVELOPMENT	
MACHINE SHOP COURSE. BOOK 19:		VT 012 802	9
ENGINE LATHE SAFETY REGULATIONS.		HORTICULTURE. UNIT (MODULE):	
VT 013 423	41	PLANNING THE HOME LANDSCAPE.	
SAFETY EDUCATION IN IDAHO SCHOOLS.			
SECONDARY EDUCATION		SKILLED WORKERS	
VT 013 620	55	VT 013 025	13
FAMILY LIFE EDUCATION.		GUIDE TO APPRENTICESHIP.	
		SOIL CONSERVATION	
		VT 013 582	55
		PLANNING FOR AN IRRIGATION SYSTEM.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
SPECIAL EDUCATION		STENOGRAPHY	
VT 013 678	57	VT 013 382	38
GUIDE FOR TEACHING CUSTODIAN HELPER AND OCCUPATIONAL HOUSEKEEPER SKILLS 1-2.		SHORTHAND, A COURSE OF STUDY MANUAL FOR TEACHERS.	
SPELLING INSTRUCTION		STUDENT EVALUATION	
VT 013 253	35	VT 013 087	18
REMEDIAL READING. BOOK 18: SPELLING HARD WORDS.		COOPERATIVE INDUSTRIAL ARTS TESTS SPECIMEN SET.	
STANDARDIZED TESTS		STUDENT MOTIVATION	
VT 013 087	18	VT 012 971	12
COOPERATIVE INDUSTRIAL ARTS TESTS SPECIMEN SET.		MOTIVATION AND THE DISADVANTAGED TRAINEE. A MANUAL FOR INSTRUCTORS.	
STATE CURRICULUM GUIDES		STUDENT PROJECTS	
VT 010 610	3	VT 013 508	45
AMERICAN INDUSTRIES FOR INDUSTRIAL ARTS: A COURSE OF STUDY FOR THE UPPER GRADES.		DISTRIBUTIVE EDUCATION FOR THE DISADVANTAGED.	
VT 011 660	4	STUDY GUIDES	
GENERAL GRAPHIC ARTS TECHNOLOGY FOR INDUSTRIAL ARTS: A COURSE OF STUDY FOR THE UPPER GRADES.		VT 012 685	7
VT 011 661	5	GENERAL AG. MECHANICS (SPECIALIZED STUDY--11TH AND 12TH GRADES).	
GENERAL ELECTRICITY-ELECTRONICS TECHNOLOGY FOR INDUSTRIAL ARTS: A COURSE OF STUDY FOR THE UPPER GRADES.		STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.	
VT 011 662	5	VT 012 687	8
GENERAL DRAFTING TECHNOLOGY FOR INDUSTRIAL ARTS: A COURSE OF STUDY FOR THE UPPER GRADES.		AGRIBUSINESS WOODWORKING, STUDENT STUDY GUIDE.	
VT 011 663	5	VT 012 688	8
GENERAL POWER TECHNOLOGY FOR INDUSTRIAL ARTS.		AGRIBUSINESS POWER MECHANICS, STUDENT STUDY GUIDE.	
VT 011 664	6	VT 012 689	8
GENERAL WOOD TECHNOLOGY FOR INDUSTRIAL ARTS: A COURSE OF STUDY FOR THE UPPER GRADES.		AGRIBUSINESS METALWORKING, STUDENT STUDY GUIDE.	
VT 011 665	6	VT 012 690	8
GENERAL METAL TECHNOLOGY FOR INDUSTRIAL ARTS: A COURSE OF STUDY FOR THE UPPER GRADES.		AGRIBUSINESS MASONRY, STUDENT STUDY GUIDE.	
VT 013 110	18	VT 012 691	9
DISTRIBUTIVE EDUCATION: UNIT I, ORIENTATION. FIRST YEAR SERIES.		AGRIBUSINESS CONSTRUCTION, STUDENT STUDY GUIDE.	
VT 013 111	19	VT 012 692	9
DISTRIBUTIVE EDUCATION: UNIT II, MERCHANDISING. FIRST YEAR SERVICE.		AGRIBUSINESS ELECTRICITY, STUDENT STUDY GUIDE.	
VT 013 112	19	VT 012 982	12
DISTRIBUTIVE EDUCATION: UNIT III, MARKETING IN OUR ECONOMY. FIRST YEAR SERIES.		FOOD SERVICE.	
VT 013 113	19	VT 013 034	14
DISTRIBUTIVE EDUCATION: UNIT IV, ORGANIZATION, LOCATION AND FINANCE. FIRST YEAR SERIES.		ORNAMENTAL HORTICULTURE, STUDENT STUDY GUIDE.	
VT 013 114	19	VT 013 064	17
DISTRIBUTIVE EDUCATION: UNIT V, MARKETING MANAGEMENT. FIRST YEAR SERIES.		GROUND INSTRUCTOR, INSTRUMENT WRITTEN TEST GUIDE.	
STENOGRAPHERS		VT 013 110	18
VT 011 970	6	DISTRIBUTIVE EDUCATION: UNIT I, ORIENTATION. FIRST YEAR SERIES.	
STENOGRAPHIC-SECRETARIAL OCCUPATIONS: A SUGGESTED 1-YEAR CURRICULUM.		VT 013 111	19
		DISTRIBUTIVE EDUCATION: UNIT II, MERCHANDISING. FIRST YEAR SERVICE.	
		VT 013 112	19
		DISTRIBUTIVE EDUCATION: UNIT III, MARKETING IN OUR ECONOMY. FIRST YEAR SERIES.	
		VT 013 113	19
		DISTRIBUTIVE EDUCATION: UNIT IV, ORGANIZATION, LOCATION AND FINANCE. FIRST YEAR SERIES.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 114	19	VT 013 240	32
DISTRIBUTIVE EDUCATION: UNIT V, MARKETING MANAGEMENT. FIRST YEAR SERIES.		REMEDIAL READING. BOOK 5: WHAT GOES WHERE?	
VT 013 147	20	VT 013 241	32
REMEDIAL MATH. REVIEW BOOK 1: SUBTRACTION.		REMEDIAL READING. BOOK 6: WHAT GOES WHERE?	
VT 013 148	20	VT 013 242	32
REMEDIAL MATH. BOOK 1: WHAT IS A FRACTION?		REMEDIAL READING. BOOK 7: WHAT GOES WHERE?	
VT 013 149	20	VT 013 243	33
REMEDIAL MATH. BOOK 2: BREAKING DOWN FRACTIONS, PART I.		REMEDIAL READING. BOOK 8: USING THE DICTIONARY, PART I.	
VT 013 150	20	VT 013 244	33
REMEDIAL MATH. BOOK 2: WHAT IS A FRACTION, PART II.		REMEDIAL READING. BOOK 9: USING THE DICTIONARY, PART II.	
VT 013 151	20	VT 013 245	33
REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART I.		REMEDIAL READING. BOOK 10: BREAKING DOWN SENTENCES.	
VT 013 152	21	VT 013 246	33
REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART II.		REMEDIAL READING. BOOK 11: BREAKING DOWN WORDS.	
VT 013 153	21	VT 013 247	34
REMEDIAL MATH. BOOK 4: FRACTIONS.		REMEDIAL READING. BOOK 12: BREAKING DOWN WORDS.	
VT 013 154	21	VT 013 248	34
REMEDIAL MATH. BOOK 4: BREAKING DOWN FRACTIONS, PART II.		REMEDIAL READING. BOOK 13: APPLICATION BLANKS.	
VT 013 155	21	VT 013 249	34
REMEDIAL MATH. BOOK 5: ADDITION AND SUBTRACTION OF FRACTIONS.		REMEDIAL READING. BOOK 14: WORD ATTACK, PART I.	
VT 013 156	21	VT 013 250	34
REMEDIAL MATH. BOOK 5: FRACTIONS GREATER THAN 1. PART 1: WHAT IS A MIXED NUMBER?		REMEDIAL READING. BOOK 15: WORD ATTACK, PART 2.	
VT 013 157	21	VT 013 251	35
REMEDIAL MATH. BOOK 6: FRACTIONS THAT EQUAL 1.		REMEDIAL READING. BOOK 16: PRONOUNCING HARD WORDS.	
VT 013 158	22	VT 013 252	35
REMEDIAL MATH. BOOK 7: FRACTIONS THAT ARE LARGER THAN 1. CHANGING FRACTIONS LARGER THAN 1 TO MIXED NUMBERS.		REMEDIAL READING. BOOK 17: PRONOUNCING HARD WORDS.	
VT 013 159	22	VT 013 253	35
REMEDIAL MATH. BOOK 8: CHANGING FRACTIONS GREATER THAN 1 TO MIXED NUMBERS.		REMEDIAL READING. BOOK 18: SPELLING HARD WORDS.	
VT 013 160	22	VT 013 345	38
REMEDIAL MATH. BOOK 9: WHAT IS A DECIMAL FRACTION, PART I.		SHEET METAL; PART THREE, WORKBOOK.	
VT 013 161	22	VT 013 469	42
REMEDIAL MATH. BOOK 10: WHAT IS A DECIMAL FRACTION, PART II.		ELECTRICAL WIRING WORKBOOK. PART 4.	
VT 013 162	22	VT 013 470	42
REMEDIAL MATH. BOOK 11: WHAT IS A DECIMAL FRACTION, PART III.		INTRODUCTION TO APPRENTICESHIP. WORKBOOK.	
VT 013 236	31	VT 013 478	43
REMEDIAL READING. BOOK 1: CAREFUL READING.		CLOTHING II: PERFORMANCE CRITERIA.	
VT 013 237	31	VT 013 486	43
REMEDIAL READING. BOOK 2: MORE CAREFUL READING.		ED 052 360 DEFENSIVE DRIVING COURSE. STUDENT WORKBOOK AND DEFENSIVE DRIVER'S MANUAL.	
VT 013 238	31	VT 013 504	44
REMEDIAL READING. BOOK 3: ALL--SOME--NONE.		REFRIGERATION II.	
VT 013 239	32	VT 013 569	53
REMEDIAL READING. BOOK 4: BOTH--EITHER--NEITHER.		DENTAL TECHNICIAN, PROSTHETIC.	
		VT 013 576	54
		POLICE REPORT WRITING.	
		VT 013 582	55
		PLANNING FOR AN IRRIGATION SYSTEM.	
		SUBPROFESSIONALS	
		VT 013 025	13
		GUIDE TO APPRENTICESHIP.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
SUBTRACTION		VT 013 041	15
VT 013 147	20	NURSING PROGRAM, LEVEL I.	
REMEDIAL MATH. REVIEW BOOK 1:		CURRICULUM PROJECT.	
SUBTRACTION.		VT 013 042	15
SUPPLEMENTARY TEXTBOOKS		NURSING PROGRAM, LEVEL II.	
VT 012 990	12	CURRICULUM PROJECT.	
FORESTRY IN AGRICULTURAL EDUCATION.		VT 013 043	16
VT 013 039	15	NURSING PROGRAM, LEVEL III.	
ORNAMENTAL HORTICULTURE FOR		CURRICULUM PROJECT.	
VOCATIONAL AGRICULTURE IN ALABAMA.		VT 013 101	18
VT 013 423	41	POWER MECHANICS I; INDUSTRIAL ARTS	
SAFETY EDUCATION IN IDAHO SCHOOLS.		III. COURSES OF STUDY.	
VT 013 582	55	VT 013 210	29
PLANNING FOR AN IRRIGATION SYSTEM.		BASIC TRAINING PROGRAM FOR	
TEACHER ROLE		EMERGENCY MEDICAL	
VT 013 510	46	TECHNICIAN--AMBULANCE. INSTRUCTOR'S	
A GUIDE TO DISTRIBUTIVE EDUCATION		LESSON PLANS.	
COORDINATION.		VT 013 215	30
TEACHING GUIDES		EDUCATION REGARDING CREDIT FOR	
VT 002 976	2	AGRICULTURAL PRODUCTION. TEACHING	
UNDERSTANDING A BASIC TRANSISTOR		SOURCE UNIT I--1, 2, 3, AND 4.	
RADIO.		VT 013 216	30
VT 003 370	2	EDUCATION REGARDING CREDIT FOR	
SALESMANSHIP, INSTRUCTIONAL GUIDE		AGRICULTURAL PRODUCTION. TEACHING	
FOR SENIOR HIGH SCHOOLS.		SOURCE UNIT II--1, 2, 3, AND 4.	
VT 003 712	2	VT 013 217	30
PLANNING FOR THE FUTURE, GUIDANCE		EDUCATION REGARDING CREDIT FOR	
UNITS, HOME ECONOMICS EDUCATION.		AGRICULTURAL PRODUCTION. TEACHING	
VT 010 610	3	SOURCE UNIT III--1, 2, 3, AND 4.	
AMERICAN INDUSTRIES FOR INDUSTRIAL		VT 013 218	31
ARTS; A COURSE OF STUDY FOR THE		EDUCATION REGARDING CREDIT FOR	
UPPER GRADES.		AGRICULTURAL PRODUCTION. TEACHING	
VT 011 660	4	SOURCE UNIT IV--1, 2, 3, 4, 5, AND	
GENERAL GRAPHIC ARTS TECHNOLOGY FOR		6.	
INDUSTRIAL ARTS; A COURSE OF STUDY		VT 013 263	35
FOR THE UPPER GRADES.		PERSONAL SUCCESS. UNIT I, SECOND	
VT 011 661	5	YEAR SERIES.	
GENERAL ELECTRICITY-ELECTRONICS		VT 013 264	36
TECHNOLOGY FOR INDUSTRIAL ARTS; A		MERCHANDISING II. UNIT II, SECOND	
COURSE OF STUDY FOR THE UPPER		YEAR SERIES.	
GRADES.		VT 013 265	36
VT 011 662	5	ORGANIZATION, LAYOUT, FINANCE. UNIT	
GENERAL DRAFTING TECHNOLOGY FOR		III, SECOND YEAR SERIES.	
INDUSTRIAL ARTS; A COURSE OF STUDY		VT 013 266	36
FOR THE UPPER GRADES.		MARKETING IN OUR ECONOMY. UNIT IV,	
VT 011 663	5	SECOND YEAR SERIES.	
GENERAL POWER TECHNOLOGY FOR		VT 013 284	36
INDUSTRIAL ARTS.		MASS PRODUCTION.	
VT 011 664	6	VT 013 363	38
GENERAL WOOD TECHNOLOGY FOR		AERONAUTICAL SCIENCE COURSE OF	
INDUSTRIAL ARTS; A COURSE OF STUDY		STUDY.	
FOR THE UPPER GRADES.		VT 013 391	39
VT 011 665	6	OFFICE SERVICES, GRADE TWELVE.	
GENERAL METAL TECHNOLOGY FOR		VT 013 398	39
INDUSTRIAL ARTS; A COURSE OF STUDY		BUSINESS ENGLISH (WORKING COPY).	
FOR THE UPPER GRADES.		VT 013 403	40
VT 012 971	12	PLASTICS, 1-2.	
MOTIVATION AND THE DISADVANTAGED		VT 013 409	40
TRAINEE. A MANUAL FOR INSTRUCTORS.		A COURSE ORGANIZATION FOR GENERAL	
VT 012 977	12	METALS I.	
WORKBOOK FOR DENTAL RECORDS.		VT 013 477	43
VT 013 033	14	CLOTHING I: PERFORMANCE CRITERIA.	
INDUSTRIAL ARTS CURRICULUM GUIDE		VT 013 478	43
FOR GRAPHIC ARTS IN OHIO SCHOOLS.		CLOTHING II: PERFORMANCE CRITERIA.	
		VT 013 499	44
		WELDING, INSTRUCTIONAL UNITS.	
		PRELIMINARY DRAFT.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 508	45	TECHNICAL EDUCATION	
DISTRIBUTIVE EDUCATION FOR THE		VT 011 024	4
DISADVANTAGED.		SUGGESTED SYLLABUS IN TECHNICAL	
VT 013 510	46	SUBJECTS, INSTRUMENTATION, AND	
A GUIDE TO DISTRIBUTIVE EDUCATION		CONTROL SYSTEMS.	
COORDINATION.		VT 012 581	7
VT 013 520	49	A CAREER IN LABORATORY ANIMAL	
UNIFIED ARTS, COURSE OF STUDY.		SCIENCE AND TECHNOLOGY.	
VT 013 522	49	VT 013 036	14
DYNAMICS OF HUMAN RELATIONSHIPS.		AGRICULTURAL MECHANICS COURSE.	
VT 013 526	50	VT 013 498	43
CURRICULUM GUIDE FOR VOCATIONAL		BASIC MATHEMATICS FOR VOCATIONAL	
ARCHITECTURAL DRAFTING, GRADES 11		AND TECHNICAL STUDENTS, PART I AND	
AND 12.		II.	
VT 013 527	50	VT 013 504	44
CURRICULUM GUIDE FOR VOCATIONAL		REFRIGERATION II.	
MACHINE DRAFTING, GRADES 11 AND 12.		VT 013 648 ED 052 382	56
VT 013 528	50	ABSTRACTS OF INSTRUCTIONAL	
CURRICULUM GUIDE FOR BUSINESS		MATERIALS IN VOCATIONAL AND	
ORGANIZATION AND MANAGEMENT.		TECHNICAL EDUCATION (AIM), SPRING	
VT 013 538	52	1971.	
COURSE OF STUDY FOR EDUCATION AND		VT 013 689 ED 052 390	57
VOCATIONAL PLANNING.		MICROFICHE COLLECTION OF	
VT 013 545	52	CLEARINGHOUSE DOCUMENTS REPORTED IN	
ADVANCED HOME MAKING PB-A8, AN		ABSTRACTS OF INSTRUCTIONAL	
INSTRUCTIONAL GUIDE.		MATERIALS IN VOCATIONAL AND	
VT 013 547	53	TECHNICAL EDUCATION (AIM), SPRING	
INDUSTRIAL WOODWORKING, AN		1971.	
INSTRUCTIONAL GUIDE.		TESTS	
VT 013 549	53	VT 013 064	17
MERCHANDISE PRICING, INSTRUCTOR'S		GROUND INSTRUCTOR, INSTRUMENT	
MANUAL.		WRITTEN TEST GUIDE.	
VT 013 577	54	VT 013 236	31
BEAT PATROL AND OBSERVATION.		REMEDIAL READING. BOOK 1: CAREFUL	
VT 013 647	56	READING.	
HOME MANAGEMENT FOR LOW-INCOME		VT 013 237	31
FAMILIES: NINTH AND TENTH GRADE		REMEDIAL READING. BOOK 2: MORE	
LEVEL.		CAREFUL READING.	
VT 013 678	57	VT 013 238	31
GUIDE FOR TEACHING CUSTODIAN HELPER		REMEDIAL READING. BOOK 3:	
AND OCCUPATIONAL HOUSEKEEPER SKILLS		ALL--SCME--ACME.	
1-2.		VT 013 239	32
TEACHING METHODS		REMEDIAL READING. BOOK 4:	
VT 003 370	2	BOTH--EITHER--NEITHER.	
SALESMANSHIP, INSTRUCTIONAL GUIDE		VT 013 240	32
FOR SENIOR HIGH SCHOOLS.		REMEDIAL READING. BOOK 5: WHAT GOES	
VT 013 192	29	WHERE?	
METHODS OF TEACHING DISTRIBUTIVE		VT 013 241	32
EDUCATION.		REMEDIAL READING. BOOK 6: WHAT GOES	
TEACHING TECHNIQUES		WHERE?	
VT 006 145	3	VT 013 242	32
P 3A FLIGHT SIMULATOR COURSE.		REMEDIAL READING. BOOK 7: WHAT GOES	
VT 013 210	29	WHERE?	
BASIC TRAINING PROGRAM FOR		VT 013 243	33
EMERGENCY MEDICAL		REMEDIAL READING. BOOK 8: USING THE	
TECHNICIAN--AMPULANCE. INSTRUCTOR'S		DICTIONARY, PART I.	
LESSON PLANS.		VT 013 244	33
VT 013 522	49	REMEDIAL READING. BOOK 9: USING THE	
DYNAMICS OF HUMAN RELATIONSHIPS.		DICTIONARY, PART II.	
VT 013 525	50	VT 013 245	33
CURRICULUM GUIDE FOR INTRODUCTION		REMEDIAL READING. BOOK 10: BREAKING	
TO DATA PROCESSING, GRADES 11 AND		DOWN SENTENCES.	
12.		VT 013 246	33
		REMEDIAL READING. BOOK 11: BREAKING	
		DOWN WORDS.	
		VT 013 247	34
		REMEDIAL READING. BOOK 12: BREAKING	
		DOWN WORDS.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 248	34	VT 013 166	23
REMEDIAL READING. BOOK 13:		MACHINE SHOP COURSE. BOOK 3: LAYOUT	
APPLICATION PLANKS.		OF RIGHT ANGLES AND PARALLEL LINES.	
VT 013 249	34	VT 013 167	24
REMEDIAL READING. BOOK 14: WORD		MACHINE SHOP COURSE. BOOK 4:	
ATTACK, PART 1.		CONSTRUCTION OF ANGLES.	
VT 013 250	34	VT 013 168	24
REMEDIAL READING. BOOK 15: WORD		MACHINE SHOP COURSE. BOOK 5: SHOP	
ATTACK, PART 2.		MATH.	
VT 013 251	35	VT 013 169	24
REMEDIAL READING. BOOK 16:		MACHINE SHOP COURSE. BOOK 6: STEEL	
PRONOUNCING HARD WORDS.		RULE SCALES.	
VT 013 252	35	VT 013 170	24
REMEDIAL READING. BOOK 17:		MACHINE SHOP COURSE. BOOK 7:	
PRONOUNCING HARD WORDS.		MEASURING INSTRUMENTS.	
VT 013 253	35	VT 013 171	24
REMEDIAL READING. BOOK 18: SPELLING		MACHINE SHOP COURSE. BOOK 8: LAYOUT	
HARD WORDS.		TOOLS.	
TEXTBOOKS		VT 013 172	25
VT 013 498	43	MACHINE SHOP COURSE. BOOK 9: METAL	
BASIC MATHEMATICS FOR VOCATIONAL		CHARACTERISTICS.	
AND TECHNICAL STUDENTS, PART I AND		VT 013 173	25
II.		MACHINE SHOP COURSE. BOOK 10: BENCH	
VT 013 575	54	TOOLS.	
SMALL ENGINES; CARE		VT 013 174	25
-OPERATION--MAINTENANCE--REPAIR.		MACHINE SHOP COURSE. BOOK 11: THE	
VOLUME I OF TWO VOLUMES.		MICROMETER CALIPER.	
TEXTILES INSTRUCTION		VT 013 175	25
VT 013 477	43	MACHINE SHOP COURSE. BOOK 12: USE	
CLOTHING I: PERFORMANCE CRITERIA.		OF THE OPERATION SHEET.	
TIME BLOCKS		VT 013 176	25
VT 012 992	13	MACHINE SHOP COURSE. BOOK 13: SCREW	
SIMULATED OFFICE EDUCATION. COURSE		THREAD TERMS.	
OF STUDY. STUDENT MANUAL.		VT 013 177	26
TIMED TESTS		MACHINE SHOP COURSE. BOOK 14: TAPS,	
VT 013 087	18	DIES, AND REAMERS.	
COOPERATIVE INDUSTRIAL ARTS TESTS		VT 013 178	26
SPECIMEN SET.		MACHINE SHOP COURSE. BOOK 15: THE	
TRADE AND INDUSTRIAL EDUCATION		DRILL PRESS.	
VT 005 843	2	VT 013 179	26
A SERIES OF LESSONS FOR HIGHWAY		MACHINE SHOP COURSE. BOOK 15A: THE	
ENGINEERING TECHNICIANS. PART		ENGINE LATHE.	
I--MATHEMATICS AND SURVEYING		VT 013 180	26
FUNDAMENTALS.		MACHINE SHOP COURSE. BOOK 15B: THE	
VT 005 844	2	ENGINE LATHE.	
A SERIES OF LESSONS FOR HIGHWAY		VT 013 181	27
ENGINEERING TECHNICIANS. PART		MACHINE SHOP COURSE. BOOK 16: DRILL	
II--PHYSICS AND ADVANCED SURVEYING.		PRESS SAFETY REGULATIONS.	
VT 005 845	3	VT 013 182	27
A SERIES OF LESSONS FOR HIGHWAY		MACHINE SHOP COURSE. BOOK 17: THE	
ENGINEERING TECHNICIANS. PART		ENGINE LATHE.	
III--MECHANICS OF MATERIALS.		VT 013 183	27
VT 013 163	23	MACHINE SHOP COURSE. BOOK 18: SHOP	
MACHINE SHOP COURSE. BOOK 0:		MATH REVIEW.	
WORKSHOP MATH ON DECIMAL ADDITION.		VT 013 184	27
VT 013 164	23	MACHINE SHOP COURSE. BOOK 19:	
MACHINE SHOP COURSE. BOOK 1:		ENGINE LATHE SAFETY REGULATIONS.	
READING A DRAWING, TYPES OF		VT 013 185	27
DRAWINGS, TYPES OF LINES.		MACHINE SHOP COURSE. BOOK 20: FEEDS	
VT 013 165	23	AND SPEEDS.	
MACHINE SHOP COURSE. BOOK 2:		VT 013 186	28
READING A DRAWING, BLUEPRINT		MACHINE SHOP COURSE. BOOK 21: SHOP	
MARKINGS.		MATH REVIEW.	
		VT 013 187	28
		MACHINE SHOP COURSE. BOOK 22:	
		VERNIER CALIPER.	
		VT 013 188	28
		MACHINE SHOP COURSE. BOOK 23:	
		MILLING MACHINE.	

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 199	28	VT 013 365	38
MACHINE SHOP COURSE. BOOK 24: THE SURFACE GRINDER.		SAFETY TRAINING TECHNIQUES IN THE CLASSROOM.	
VT 013 202	29	TRANSPARENCIES	
INDUSTRIAL EDUCATION MATERIALS GUIDE.		VT 013 192	29
VT 013 345	38	METHODS OF TEACHING DISTRIBUTIVE EDUCATION.	
SHEET METAL; PART THREE, WORKBOOK.		TURF MANAGEMENT	
VT 013 416	40	VT 012 804	10
GENERAL INDUSTRIAL MECHANICS PROGRAM; PLAN AND OUTLINE FOR SECONDARY LEVEL.		HORTICULTURE. UNIT (MODULE): MAINTAINING THE HOME LANDSCAPE.	
VT 013 417	41	UNIFIED STUDIES PROGRAMS	
CONSUMER APPLIANCE AND ELECTRICAL MECHANICAL PLAN AND OUTLINE FOR SECONDARY LEVEL.		VT 013 520	49
VT 013 418	41	UNIFIED ARTS, COURSE OF STUDY.	
AUTO MECHANICS PROGRAM, PLAN AND OUTLINE FOR SECONDARY LEVEL.		UNIT PLAN	
VT 013 469	42	VT 012 804	10
ELECTRICAL WIRING WORKBOOK. PART 4.		HORTICULTURE. UNIT (MODULE): MAINTAINING THE HOME LANDSCAPE.	
VT 013 470	42	VT 013 057	16
INTRODUCTION TO APPRENTICESHIP. WORKBOOK.		HANDWASHING.	
VT 013 495	44	VT 013 580	54
WELDING, INSTRUCTIONAL UNITS. PRELIMINARY DRAFT.		CAREER ORIENTATION; "MINI" UNIT.	
VT 013 504	44	UNITED STATES FOREST SERVICE	
REFRIGERATION II.		VT 013 541	52
VT 013 511	46	FOREST SERVICE HEALTH AND SAFETY CODE.	
AUTOMOTIVE MECHANICS, COURSE OF STUDY.		UNITS OF STUDY (SUBJECT FIELDS)	
VT 013 512	46	VT 012 802	9
AUTOMOTIVE SERVICE, COURSE OF STUDY.		HORTICULTURE. UNIT (MODULE): PLANNING THE HOME LANDSCAPE.	
VT 013 523	49	VT 012 803	10
CURRICULUM GUIDE FOR VOCATIONAL ELECTRONICS, GRADES 11 AND 12.		HORTICULTURE. UNIT (MODULE): STARTING THE HOME LANDSCAPE.	
VT 013 526	50	VT 012 805	10
CURRICULUM GUIDE FOR VOCATIONAL ARCHITECTURAL DRAFTING, GRADES 11 AND 12.		HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): TOMATO PRODUCTION.	
VT 013 527	50	VT 012 806	10
CURRICULUM GUIDE FOR VOCATIONAL MACHINE DRAFTING, GRADES 11 AND 12.		HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): PEPPER PRODUCTION.	
VT 013 531	51	VT 012 807	11
COSMETOLOGY 1 AND 2, COURSE OF STUDY.		HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CUCUMBER PRODUCTION.	
VT 013 532	51	VT 012 808	11
DUPLICATION PROCESSES, COURSE OF STUDY.		HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CABBAGE PRODUCTION.	
VT 013 547	53	VT 012 809	11
INDUSTRIAL WOODWORKING, AN INSTRUCTIONAL GUIDE.		HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): SNAPBEAN PRODUCTION.	
VT 013 639	56	VT 012 990	12
THE TRAINING OF ELECTRICIANS, ELECTRICAL FITTERS' AND MECHANICAL FITTERS' MATES IN ELECTRICITY BOARDS CONCERNED WITH DISTRIBUTION.		FORESTRY IN AGRICULTURAL EDUCATION.	
TRAFFIC SAFETY		VT 013 263	35
VT 013 486 ED 052 360	43	PERSONAL SUCCESS. UNIT I, SECOND YEAR SERIES.	
DEFENSIVE DRIVING COURSE. STUDENT WORKBOOK AND DEFENSIVE DRIVER'S MANUAL.		VT 013 264	36
TRAINING TECHNIQUES		MERCHANDISING II. UNIT II, SECOND YEAR SERIES.	
VT 013 070	17		
MANUAL ON TRAINING FOR SHERIFFS.			

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 012 265	36	VT 013 149	20
ORGANIZATION, LAYOUT, FINANCE. UNIT III, SECOND YEAR SERIES.		REMEDIAL MATH. BOOK 2: BREAKING DOWN FRACTIONS, PART I.	
VT 013 266	36	VT 013 150	20
MARKETING IN OUR ECONOMY. UNIT IV, SECOND YEAR SERIES.		REMEDIAL MATH. BOOK 2: WHAT IS A FRACTION, PART II.	
VT 013 289	37	VT 013 151	20
NURSE ASSISTANT. A COURSE OF STUDY--SECONDARY-POST-SECONDARY.		REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART I.	
VOCABULARY DEVELOPMENT		VT 013 152	21
VT 013 620	55	REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART II.	
FAMILY LIFE EDUCATION.		VT 013 153	21
VOCATIONAL AGRICULTURE		REMEDIAL MATH. BOOK 4: FRACTIONS.	
VT 012 685	7	VT 013 154	21
GENERAL AG. MECHANICS (SPECIALIZED STUDY--11TH AND 12TH GRADES).		REMEDIAL MATH. BOOK 4: BREAKING DOWN FRACTIONS, PART II.	
STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.		VT 013 155	21
VT 012 687	8	REMEDIAL MATH. BOOK 5: ADDITION AND SUBTRACTION OF FRACTIONS.	
AGRIBUSINESS WOODWORKING, STUDENT STUDY GUIDE.		VT 013 156	21
VT 012 688	8	REMEDIAL MATH. BOOK 5: FRACTIONS GREATER THAN 1. PART 1: WHAT IS A MIXED NUMBER?	
AGRIBUSINESS POWER MECHANICS, STUDENT STUDY GUIDE.		VT 013 157	21
VT 012 689	8	REMEDIAL MATH. BOOK 6: FRACTIONS THAT EQUAL 1.	
AGRIBUSINESS METALWORKING, STUDENT STUDY GUIDE.		VT 013 158	22
VT 012 990	12	REMEDIAL MATH. BOOK 7: FRACTIONS THAT ARE LARGER THAN 1. CHANGING FRACTIONS LARGER THAN 1 TO MIXED NUMBERS.	
FORESTRY IN AGRICULTURAL EDUCATION.		VT 013 159	22
VT 013 034	14	REMEDIAL MATH. BOOK 8: CHANGING FRACTIONS GREATER THAN 1 TO MIXED NUMBERS.	
ORNAMENTAL HORTICULTURE, STUDENT STUDY GUIDE.		VT 013 160	22
VT 013 039	15	REMEDIAL MATH. BOOK 9: WHAT IS A DECIMAL FRACTION, PART I.	
ORNAMENTAL HORTICULTURE FOR VOCATIONAL AGRICULTURE IN ALABAMA.		VT 013 161	22
VT 013 575	54	REMEDIAL MATH. BOOK 10: WHAT IS A DECIMAL FRACTION, PART II.	
SMALL ENGINES; CARE -OPERATION--MAINTENANCE--REPAIR. VOLUME I OF TWO VOLUMES.		VT 013 162	22
VOCATIONAL EDUCATION		REMEDIAL MATH. BOOK 11: WHAT IS A DECIMAL FRACTION, PART III.	
VT 006 149	3	VT 013 344	37
P 3A FLIGHT SIMULATOR COURSE.		THE DEVELOPMENT OF A TOTAL PROGRAM OF EDUCATION FOR THE WORLD OF WORK. PART III, FACILITIES AND EQUIPMENT GUIDE.	
VT 012 971	12	VT 013 363	38
MOTIVATION AND THE DISADVANTAGED TRAINEE. A MANUAL FOR INSTRUCTORS.		AERONAUTICAL SCIENCE COURSE OF STUDY.	
VT 012 977	12	VT 013 390	39
WORKBOOK FOR DENTAL RECORDS.		DRIVER EDUCATION, WORKING COPY.	
VT 013 038	14	VT 013 417	41
ELEMENTS OF CONSTRUCTION TECHNOLOGY, SENIOR DIVISION.		CONSUMER APPLIANCE AND ELECTRICAL MECHANICAL PLAN AND OUTLINE FOR SECONDARY LEVEL.	
VT 013 064	17	VT 013 423	41
GROUND INSTRUCTOR, INSTRUMENT WRITTEN TEST GUIDE.		SAFETY EDUCATION IN IDAHO SCHOOLS.	
VT 013 102	18	VT 013 486	43
LABOR UNIONS AND ORGANIZATIONS: A SELF-INSTRUCTIONAL UNIT FOR UNIT 18 OF THE VOCATIONAL ORIENTATION TEACHER'S GUIDE.		ED 052 360	
VT 013 147	20	DEFENSIVE DRIVING COURSE. STUDENT WORKBOOK AND DEFENSIVE DRIVER'S MANUAL.	
REMEDIAL MATH. REVIEW BOOK 1: SUBTRACTION.		VT 013 498	43
VT 013 148	20	BASIC MATHEMATICS FOR VOCATIONAL AND TECHNICAL STUDENTS, PART I AND II.	
REMEDIAL MATH. BOOK 1: WHAT IS A FRACTION?			

SUBJECT AND IDENTIFIER INDEX

	PAGE		PAGE
VT 013 509	46	VT 013 247	34
TECHNICAL GRAPHICS.		REMEDIAL READING. BOOK 12: BREAKING	
VT 013 513	47	DOWN WORDS.	
SMALL GAS ENGINES I, COURSE OF		VT 013 249	34
STUDY.		REMEDIAL READING. BOOK 14: WORD	
VT 013 514	47	ATTACK, PART I.	
SMALL GAS ENGINES II, COURSE OF		VT 013 250	34
STUDY.		REMEDIAL READING. BOOK 15: WORD	
VT 013 527	50	ATTACK, PART 2.	
CURRICULUM GUIDE FOR VOCATIONAL			
MACHINE DRAFTING. GRADES 11 AND 12.		WORK EXPERIENCE PROGRAMS	
VT 013 538	52	VT 013 507	45
COURSE OF STUDY FOR EDUCATION AND		DISTRIBUTIVE EDUCATION TRAINING	
VOCATIONAL PLANNING.		SPONSORS HANDBOOK.	
VT 013 576	54		
POLICE REPORT WRITING.		WORKBOOKS	
VT 013 577	54	VT 012 685	7
BEAT PATROL AND OBSERVATION.		GENERAL AG. MECHANICS (SPECIALIZED	
VT 013 648	56	STUDY--11TH AND 12TH GRADES).	
ED 052 382		STUDENT STUDY GUIDE, AGRICULTURAL	
ABSTRACTS OF INSTRUCTIONAL		MECHANICS.	
MATERIALS IN VOCATIONAL AND		VT 012 977	12
TECHNICAL EDUCATION (AIM), SPRING		WORKBOOK FOR DENTAL RECORDS.	
1971.		VT 013 163	23
VT 013 689	57	MACHINE SHOP COURSE. BOOK 0:	
ED 052 390		WORKSHOP MATH ON DECIMAL ADDITION.	
MICROFICHE COLLECTION OF		VT 013 164	23
CLEARINGHOUSE DOCUMENTS REPORTED IN		MACHINE SHOP COURSE. BOOK 1:	
ABSTRACTS OF INSTRUCTIONAL		READING A DRAWING, TYPES OF	
MATERIALS IN VOCATIONAL AND		DRAWINGS, TYPES OF LINES.	
TECHNICAL EDUCATION (AIM), SPRING		VT 013 165	23
1971.		MACHINE SHOP COURSE. BOOK 2:	
VOCATIONAL EDUCATION AMENDMENTS OF		READING A DRAWING, BLUEPRINT	
1968		MARKINGS.	
VT 012 552	7	VT 013 166	23
GUIDELINES FOR CONSUMER AND		MACHINE SHOP COURSE. BOOK 3: LAYOUT	
HOMEMAKING EDUCATION PROGRAMS. PART		OF RIGHT ANGLES AND PARALLEL LINES.	
F OF VOCATIONAL EDUCATION ACT OF		VT 013 167	24
1968 (P.L. 90-576).		MACHINE SHOP COURSE. BOOK 4:	
WELDING		CONSTRUCTION OF ANGLES.	
VT 013 499	44	VT 013 168	24
WELDING, INSTRUCTIONAL UNITS.		MACHINE SHOP COURSE. BOOK 5: SHOP	
PRELIMINARY DRAFT.		MATH.	
WOODWORKING		VT 013 169	24
VT 011 664	6	MACHINE SHOP COURSE. BOOK 6: STEEL	
GENERAL WOOD TECHNOLOGY FOR		RULE SCALES.	
INDUSTRIAL ARTS; A COURSE OF STUDY		VT 013 170	24
FOR THE UPPER GRADES.		MACHINE SHOP COURSE. BOOK 7:	
VT 012 687	8	MEASURING INSTRUMENTS.	
AGRI-BUSINESS WOODWORKING, STUDENT		VT 013 171	24
STUDY GUIDE.		MACHINE SHOP COURSE. BOOK 8: LAYOUT	
VT 012 691	9	TOOLS.	
AGRI-BUSINESS CONSTRUCTION, STUDENT		VT 013 172	25
STUDY GUIDE.		MACHINE SHOP COURSE. BOOK 9: METAL	
VT 013 547	53	CHARACTERISTICS.	
INDUSTRIAL WOODWORKING, AN		VT 013 173	25
INSTRUCTIONAL GUIDE.		MACHINE SHOP COURSE. BOOK 10: BENCH	
WORD STUDY SKILLS		TOOLS.	
VT 013 243	33	VT 013 174	25
REMEDIAL READING. BOOK 8: USING THE		MACHINE SHOP COURSE. BOOK 11: THE	
DICTIONARY, PART I.		MICROMETER CALIPER.	
VT 013 244	33	VT 013 175	25
REMEDIAL READING. BOOK 9: USING THE		MACHINE SHOP COURSE. BOOK 12: USE	
DICTIONARY, PART II.		OF THE OPERATION SHEET.	
VT 013 246	33	VT 013 176	25
REMEDIAL READING. BOOK 11: BREAKING		MACHINE SHOP COURSE. BOOK 13: SCREW	
DOWN WORDS.		THREAD TERMS.	

SUBJECT AND IDENTIFIER INDEX

	PAGE	PAGE
VT 013 177	26	
MACHINE SHOP COURSE. BOOK 14: TAPS, DIES, AND REAMERS.		
VT 013 178	26	
MACHINE SHOP COURSE. BOOK 15: THE DRILL PRESS.		
VT 013 179	26	
MACHINE SHOP COURSE. BOOK 15A: THE ENGINE LATHE.		
VT 013 180	26	
MACHINE SHOP COURSE. BOOK 15B: THE ENGINE LATHE.		
VT 013 181	27	
MACHINE SHOP COURSE. BOOK 16: DRILL PRESS SAFETY REGULATIONS.		
VT 013 182	27	
MACHINE SHOP COURSE. BOOK 17: THE ENGINE LATHE.		
VT 013 183	27	
MACHINE SHOP COURSE. BOOK 18: SHOP MATH REVIEW.		
VT 013 184	27	
MACHINE SHOP COURSE. BOOK 19: ENGINE LATHE SAFETY REGULATIONS.		
VT 013 185	27	
MACHINE SHOP COURSE. BOOK 20: FEEDS AND SPEEDS.		
VT 013 186	28	
MACHINE SHOP COURSE. BOOK 21: SHOP MATH REVIEW.		
VT 013 187	28	
MACHINE SHOP COURSE. BOOK 22: VERNIER CALIPER.		
VT 013 188	28	
MACHINE SHOP COURSE. BOOK 23: MILLING MACHINE.		
VT 013 189	28	
MACHINE SHOP COURSE. BOOK 24: THE SURFACE GRINDER.		
VT 013 470	42	
INTRODUCTION TO APPRENTICESHIP. WORKBOOK.		
VT 013 486 FD 052 360	43	
DEFENSIVE DRIVING COURSE. STUDENT WORKBOOK AND DEFENSIVE DRIVER'S MANUAL.		
VT 013 509	46	
TECHNICAL GRAPHICS.		
WORKSHEETS		
VT 013 058	16	
SKILL SHEETS FOR SMALL GASOLINE ENGINES.		
WRITING		
VT 013 576	54	
POLICE REPORT WRITING.		
YOUTH CLUBS		
VT 013 501	44	
SUGGESTED DECA PROJECTS FOR INNER CITY SCHOOLS OF NEW JERSEY.		

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. AGRICULTURAL EDUCATION SERVICE.		ARKANSAS STATE DEPT. OF EDUCATION, LITTLE ROCK. DIV. OF VOCATIONAL EDUCATION.	
VT 012 685	7	VT 013 102	18
GENERAL AG. MECHANICS (SPECIALIZED STUDY--11TH AND 12TH GRADES). STUDENT STUDY GUIDE, AGRICULTURAL MECHANICS.		LABOR UNIONS AND ORGANIZATIONS: A SELF-INSTRUCTIONAL UNIT FOR UNIT 18 OF THE VOCATIONAL ORIENTATION TEACHER'S GUIDE.	
VT 012 687	8		
AGRIBUSINESS WOODWORKING, STUDENT STUDY GUIDE.		ARKANSAS UNIV., FAYETTEVILLE. DEPT. OF VOCATIONAL EDUCATION.	
VT 012 688	8	VT 013 102	18
AGRIBUSINESS POWER MECHANICS, STUDENT STUDY GUIDE.		LABOR UNIONS AND ORGANIZATIONS: A SELF-INSTRUCTIONAL UNIT FOR UNIT 18 OF THE VOCATIONAL ORIENTATION TEACHER'S GUIDE.	
VT 012 689	8		
AGRIBUSINESS METALWORKING, STUDENT STUDY GUIDE.			
VT 012 690	8	BASIC SYSTEMS, INC., NEW YORK, N.Y.	
AGRIBUSINESS MASONRY, STUDENT STUDY GUIDE.		VT 013 147	20
VT 012 691	9	REMEDIAL MATH. REVIEW BOOK 1: SUBTRACTION.	
AGRIBUSINESS CONSTRUCTION, STUDENT STUDY GUIDE.		VT 013 148	20
VT 012 692	9	REMEDIAL MATH. BOOK 1: WHAT IS A FRACTION?	
AGRIBUSINESS ELECTRICITY, STUDENT STUDY GUIDE.		VT 013 149	20
VT 013 034	14	REMEDIAL MATH. BOOK 2: BREAKING DOWN FRACTIONS, PART I.	
ORNAMENTAL HORTICULTURE, STUDENT STUDY GUIDE.		VT 013 150	20
VT 013 039	15	REMEDIAL MATH. BOOK 2: WHAT IS A FRACTION, PART II.	
ORNAMENTAL HORTICULTURE FOR VOCATIONAL AGRICULTURE IN ALABAMA.		VT 013 151	20
		REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART I.	
ALBERTI, ALFRED J.		VT 013 152	21
VT 013 101	18	REMEDIAL MATH. BOOK 3: BREAKING DOWN FRACTIONS, PART II.	
POWER MECHANICS I; INDUSTRIAL ARTS III. COURSES OF STUDY.		VT 013 153	21
		REMEDIAL MATH. BOOK 4: FRACTIONS.	
AMERICAN ASSOCIATION FOR LAB. ANIMAL SCIENCE, JOLIET, ILL.		VT 013 154	21
VT 012 581	7	REMEDIAL MATH. BOOK 4: BREAKING DOWN FRACTIONS, PART II.	
A CAREER IN LABORATORY ANIMAL SCIENCE AND TECHNOLOGY.		VT 013 155	21
		REMEDIAL MATH. BOOK 5: ADDITION AND SUBTRACTION OF FRACTIONS.	
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.		VT 013 156	21
VT 013 575	54	REMEDIAL MATH. BOOK 5: FRACTIONS GREATER THAN 1. PART 1: WHAT IS A MIXED NUMBER?	
SMALL ENGINES; CARE--OPERATION-- MAINTENANCE--REPAIR. VOLUME I OF TWO VOLUMES.		VT 013 157	21
VT 013 582	55	REMEDIAL MATH. BOOK 6: FRACTIONS THAT EQUAL 1.	
PLANNING FOR AN IRRIGATION SYSTEM.		VT 013 158	22
		REMEDIAL MATH. BOOK 7: FRACTIONS THAT ARE LARGER THAN 1. CHANGING FRACTIONS LARGER THAN 1 TO MIXED NUMBERS.	
ANDERSON, CARL L.		VT 013 159	22
VT 013 582	55	REMEDIAL MATH. BOOK 8: CHANGING FRACTIONS GREATER THAN 1 TO MIXED NUMBERS.	
PLANNING FOR AN IRRIGATION SYSTEM.		VT 013 160	22
		REMEDIAL MATH. BOOK 9: WHAT IS A DECIMAL FRACTION, PART I.	
APPLEGATE, RONALD, AND OTHERS			
VT 013 192	29		
METHODS OF TEACHING DISTRIBUTIVE EDUCATION.			
VT 013 282	36		
ADVISORY COMMITTEES FOR DISTRIBUTIVE EDUCATION.			

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
VT 013 161	22	VT 013 182	27
REMEDIAL MATH. BOOK 10: WHAT IS A DECIMAL FRACTION, PART II.		MACHINE SHOP COURSE. BOOK 17: THE ENGINE LATHE.	
VT 013 162	22	VT 013 183	27
REMEDIAL MATH. BOOK 11: WHAT IS A DECIMAL FRACTION, PART III.		MACHINE SHOP COURSE. BOOK 18: SHOP MATH REVIEW.	
VT 013 163	23	VT 013 184	27
MACHINE SHOP COURSE. BOOK 0: WORKSHOP MATH ON DECIMAL ADDITION.		MACHINE SHOP COURSE. BOOK 19: ENGINE LATHE SAFETY REGULATIONS.	
VT 013 164	23	VT 013 185	27
MACHINE SHOP COURSE. BOOK 1: READING A DRAWING, TYPES OF DRAWINGS, TYPES OF LINES.		MACHINE SHOP COURSE. BOOK 20: FEEDS AND SPEEDS.	
VT 013 165	23	VT 013 186	28
MACHINE SHOP COURSE. BOOK 2: READING A DRAWING, BLUEPRINT MARKINGS.		MACHINE SHOP COURSE. BOOK 21: SHOP MATH REVIEW.	
VT 013 166	23	VT 013 187	28
MACHINE SHOP COURSE. BOOK 3: LAYOUT OF RIGHT ANGLES AND PARALLEL LINES.		MACHINE SHOP COURSE. BOOK 22: VERNIER CALIPER.	
VT 013 167	24	VT 013 188	28
MACHINE SHOP COURSE. BOOK 4: CONSTRUCTION OF ANGLES.		MACHINE SHOP COURSE. BOOK 23: MILLING MACHINE.	
VT 013 168	24	VT 013 189	28
MACHINE SHOP COURSE. BOOK 5: SHOP MATH.		MACHINE SHOP COURSE. BOOK 24: THE SURFACE GRINDER.	
VT 013 169	24	VT 013 236	31
MACHINE SHOP COURSE. BOOK 6: STEEL RULE SCALES.		REMEDIAL READING. BOOK 1: CAREFUL READING.	
VT 013 170	24	VT 013 237	31
MACHINE SHOP COURSE. BOOK 7: MEASURING INSTRUMENTS.		REMEDIAL READING. BOOK 2: MORE CAREFUL READING.	
VT 013 171	24	VT 013 238	31
MACHINE SHOP COURSE. BOOK 8: LAYOUT TOOLS.		REMEDIAL READING. BOOK 3: ALL-- SOME--NONE.	
VT 013 172	25	VT 013 239	32
MACHINE SHOP COURSE. BOOK 9: METAL CHARACTERISTICS.		REMEDIAL READING. BOOK 4: BOTH-- EITHER--NEITHER.	
VT 013 173	25	VT 013 240	32
MACHINE SHOP COURSE. BOOK 10: BENCH TOOLS.		REMEDIAL READING. BOOK 5: WHAT GOES WHERE?	
VT 013 174	25	VT 013 241	32
MACHINE SHOP COURSE. BOOK 11: THE MICROMETER CALIPER.		REMEDIAL READING. BOOK 6: WHAT GOES WHERE?	
VT 013 175	25	VT 013 242	32
MACHINE SHOP COURSE. BOOK 12: USE OF THE OPERATION SHEET.		REMEDIAL READING. BOOK 7: WHAT GOES WHERE?	
VT 013 176	25	VT 013 243	33
MACHINE SHOP COURSE. BOOK 13: SCREW THREAD TERMS.		REMEDIAL READING. BOOK 8: USING THE DICTIONARY, PART I.	
VT 013 177	26	VT 013 244	33
MACHINE SHOP COURSE. BOOK 14: TAPS, DIES, AND REAMERS.		REMEDIAL READING. BOOK 9: USING THE DICTIONARY, PART II.	
VT 013 178	26	VT 013 245	33
MACHINE SHOP COURSE. BOOK 15: THE DRILL PRESS.		REMEDIAL READING. BOOK 10: BREAKING DOWN SENTENCES.	
VT 013 179	26	VT 013 246	33
MACHINE SHOP COURSE. BOOK 15A: THE ENGINE LATHE.		REMEDIAL READING. BOOK 11: BREAKING DOWN WORDS.	
VT 013 180	26	VT 013 247	34
MACHINE SHOP COURSE. BOOK 15B: THE ENGINE LATHE.		REMEDIAL READING. BOOK 12: BREAKING DOWN WORDS.	
VT 013 181	27	VT 013 248	34
MACHINE SHOP COURSE. BOOK 16: DRILL PRESS SAFETY REGULATIONS.		REMEDIAL READING. BOOK 13: APPLICATION BLANKS.	
		VT 013 249	34
		REMEDIAL READING. BOOK 14: WORD ATTACK, PART I.	

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
VT 013 250	34	CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.	
REMEDIAL READING. BOOK 15: WORD ATTACK, PART 2.		VT 013 345	38
VT 013 251	35	SHEET METAL; PART THREE, WORKBOOK.	
REMEDIAL READING. BOOK 16: PRONOUNCING HARD WORDS.		VT 013 469	42
VT 013 252	35	ELECTRICAL WIRING WORKBOOK. PART 4.	
REMEDIAL READING. BOOK 17: PRONOUNCING HARD WORDS.		VT 013 470	42
VT 013 253	35	INTRODUCTION TO APPRENTICESHIP. WORKBOOK.	
REMEDIAL READING. BOOK 18: SPELLING HARD WORDS.		VT 013 576	54
BENNER, SUZANNE		POLICE REPORT WRITING.	
VT 013 477	43	VT 013 577	54
CLOTHING I: PERFORMANCE CRITERIA.		BEAT PATROL AND OBSERVATION.	
BETHEL SCHOOL DISTRICT NUMBER 52, EUGENE, OREG.		CAMPBELL, RANDALL G.	
VT 013 620	55	VT 013 664	57
FAMILY LIFE EDUCATION.		WHAT THE FARMER SHOULD KNOW ABOUT MARKETING MILK. PRELIMINARY COPY.	
BOSSIER PARISH SCHOOL BOARD, LA.		CARPENTER, CORINNE K.	
VT 006 149	3	VT 012 977	12
P 3A FLIGHT SIMULATOR COURSE.		WORKBOOK FOR DENTAL RECORDS.	
BREGMAN, RALPH		CARUSO, PATRICK	
VT 013 505	45	VT 013 509	46
INTRODUCTION TO VOCATIONAL DISTRIBUTIVE EDUCATION UNIT.		TECHNICAL GRAPHICS.	
VT 013 507	45	CENTRAL ARIZONA COLL., COOLIDGE.	
DISTRIBUTIVE EDUCATION TRAINING SPONSORS HANDBOOK.		VT 013 041	15
VT 013 508	45	NURSING PROGRAM, LEVEL I. CURRICULUM PROJECT.	
DISTRIBUTIVE EDUCATION FOR THE DISADVANTAGED.		VT 013 042	15
VT 013 510	46	NURSING PROGRAM, LEVEL II. CURRICULUM PROJECT.	
A GUIDE TO DISTRIBUTIVE EDUCATION COORDINATION.		VT 013 043	16
BUCKLIN, WALTER		NURSING PROGRAM, LEVEL III. CURRICULUM PROJECT.	
VT 013 266	26	CENTRAL VIRGINIA EDUCATIONAL TELEVISION CORP., RICHMOND.	
MARKETING IN OUR ECONOMY. UNIT IV, SECOND YEAR SERIES.		VT 013 001	13
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION, (DHEW/CE), WASHINGTON, D.C.		INDUSTRIAL ARTS FOR THE '70'S. TEACHER'S MANUAL TV LESSON GUIDES. SUGGESTED GRADE SENIOR HIGH.	
VT 012 971	12	CHICAGO BOARD OF EDUCATION, ILL.	
MOTIVATION AND THE DISADVANTAGED TRAINEE. A MANUAL FOR INSTRUCTORS.		VT 013 523	49
BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.		CURRICULUM GUIDE FOR VOCATIONAL ELECTRONICS, GRADES 11 AND 12.	
VT 013 365	38	VT 013 524	49
SAFETY TRAINING TECHNIQUES IN THE CLASSROOM.		CURRICULUM GUIDE FOR SYSTEMS II: ACCOUNTING.	
CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.		VT 013 525	50
VT 012 552	7	CURRICULUM GUIDE FOR INTRODUCTION TO DATA PROCESSING, GRADES 11 AND 12.	
GUIDELINES FOR CONSUMER AND HOMEMAKING EDUCATION PROGRAMS. PART F OF VOCATIONAL EDUCATION ACT OF 1968 (P.L. 90-576).		VT 013 526	50
VT 013 363	38	CURRICULUM GUIDE FOR VOCATIONAL ARCHITECTURAL DRAFTING, GRADES 11 AND 12.	
AERONAUTICAL SCIENCE COURSE OF STUDY.		VT 013 527	50
		CURRICULUM GUIDE FOR VOCATIONAL MACHINE DRAFTING. GRADES 11 AND 12.	
		VT 013 528	50
		CURRICULUM GUIDE FOR BUSINESS ORGANIZATION AND MANAGEMENT.	

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
CHRISTY, RAYMOND M. VT 006 149 P 3A FLIGHT SIMULATOR COURSE.	3	DELAWARE OCCUPATIONAL RESEARCH COORDINATING UNIT, DOVER. VT C13 344	37
CIVIL SERVICE COMMISSION, CHICAGO, ILL. VT 013 732	57	THE DEVELOPMENT OF A TOTAL PROGRAM OF EDUCATION FOR THE WORLD OF WORK. PART III, FACILITIES AND EQUIPMENT GUIDE.	
CAREERS AS AGRICULTURAL COMMODITY GRADERS IN THE CONSUMER AND MARKETING SERVICE, U.S. DEPARTMENT OF AGRICULTURE.		DELAWARE STATE COLL., DOVER. VT 013 192	29
COLLICT, GEORGE VT 013 509	46	METHODS OF TEACHING DISTRIBUTIVE EDUCATION. VT 013 282	36
TECHNICAL GRAPHICS.		ADVISORY COMMITTEES FOR DISTRIBUTIVE EDUCATION.	
COLLINS, WILSON GLENN VT 012 802	9	DEPARTMENT OF AGRICULTURE, WASHINGTON, D.C. SOIL CONSERVATION SERVICE. VT C13 582	55
HORTICULTURE. UNIT (MODULE): PLANNING THE HOME LANDSCAPE.		PLANNING FOR AN IRRIGATION SYSTEM.	
VT 012 803	10	DEPARTMENT OF EDUCATION, OTTAWA (ONTARIO). VT C13 036	14
HORTICULTURE. UNIT (MODULE): STARTING THE HOME LANDSCAPE.		AGRICULTURAL MECHANICS COURSE. VT 013 037	14
VT C12 804	10	DATA PROCESSING. VT C13 038	14
HORTICULTURE. UNIT (MODULE): MAINTAINING THE HOME LANDSCAPE.		ELEMENTS OF CONSTRUCTION TECHNOLOGY, SENIOR DIVISION.	
VT C12 805	10	DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL. VT 013 569	53
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): TOMATO PRODUCTION.		DENTAL TECHNICIAN, PROSTHETIC.	
VT 012 806	10	DETROIT BOARD OF EDUCATION, MICH. VT C13 591	55
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): PEPPER PRODUCTION.		REFERENCE MANUAL FOR COOPERATIVE OFFICE TRAINING.	
VT C12 807	11	DICK, JERALD R. VT 005 844	2
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CUCUMBER PRODUCTION.		A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART II-- PHYSICS AND ADVANCED SURVEYING.	
VT 012 808	11	DILLMAN, ESTHER VT C13 478	43
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CABBAGE PRODUCTION.		CLOTHING II: PERFORMANCE CRITERIA.	
VT 012 809	11	DUNLAP AND ASSOCIATES, INC., CARIEN, CONN. VT 011 735	6
HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): SNAPBEAN PRODUCTION.		BASIC TRAINING PROGRAM FOR EMERGENCY MEDICAL TECHNICIAN-- AMBULANCE. COURSE GUIDE AND COURSE COORDINATOR ORIENTATION PROGRAM. VT C13 208	29
CONNECTICUT STATE APPRENTICESHIP COUNCIL. VT 013 025	13	BASIC TRAINING PROGRAM FOR EMERGENCY MEDICAL TECHNICIANS-- AMBULANCE. CONCEPTS AND RECOMMENDATIONS.	
GUIDE TO APPRENTICESHIP.			
CURTIS, SAMUEL M. VT 013 664	57		
WHAT THE FARMER SHOULD KNOW ABOUT MARKETING MILK. PRELIMINARY COPY.			
DAVIS, WILBUR, AND OTHERS VT 002 976	2		
UNDERSTANDING A BASIC TRANSISTOR RADIO.			

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
VT 013 210	29	VT 013 202	29
BASIC TRAINING PROGRAM FOR		INDUSTRIAL EDUCATION MATERIALS GUIDE.	
EMERGENCY MEDICAL TECHNICIAN--			
AMBULANCE. INSTRUCTOR'S LESSON		FOREST SERVICE (DOA), WASHINGTON,	
PLANS.		D.C.	
CUVALL, BARRY, AND OTHERS		VT 013 541	52
VT 013 546	53	FOREST SERVICE HEALTH AND SAFETY	
AN INTRODUCTION TO TECHNOLOGY.		CODE.	
EAST ALLEN COUNTY SCHOOLS, NEW		FORT WORTH PUBLIC SCHOOLS, TEXAS.	
HAVEN, IND.		VT 013 403	40
VT 013 427	41	PLASTICS, 1-2.	
GUIDE FOR BUSINESS EDUCATION.		FULLER, GERALD R., AND OTHERS	
EDUCATIONAL TESTING SERVICE,		VT 013 217	30
PRINCETON, N.J. DISTRIBUTION		EDUCATION REGARDING CREDIT FOR	
SERVICES.		AGRICULTURAL PRODUCTION. TEACHING	
VT 013 087	18	SOURCE UNIT III--1, 2, 3, AND 4.	
COOPERATIVE INDUSTRIAL ARTS TESTS		VT 013 218	31
SPECIMEN SET.		EDUCATION REGARDING CREDIT FOR	
ELECTRICITY SUPPLY INDUSTRY TRAINING		AGRICULTURAL PRODUCTION. TEACHING	
BOARD, LONDON (ENGLAND).		SOURCE UNIT IV--1, 2, 3, 4, 5, AND	
VT 013 639	56	6.	
THE TRAINING OF ELECTRICIANS,		FURNEISEN, BARBARA K.	
ELECTRICAL FITTERS' AND MECHANICAL		VT 012 982	12
FITTERS' MATES IN ELECTRICITY		FOOD SERVICE.	
BOARDS CONCERNED WITH DISTRIBUTION.		GENTRY, FRANK	
FAIRFAX COUNTY SCHOOLS, VA. DEPT. OF		VT 013 265	36
INSTRUCTION.		ORGANIZATION, LAYOUT, FINANCE.	
VT 013 592	55	UNIT III, SECOND YEAR SERIES.	
HOME ECONOMICS EDUCATION;		GEORGIA STATE DEPT. OF EDUCATION,	
CURRICULUM GUIDE GRADES 7-12.		ATLANTA. INDUSTRIAL ARTS EDUCATION.	
FARIS, KAMIL J.		VT 010 610	3
VT 013 504	44	AMERICAN INDUSTRIES FOR INDUSTRIAL	
REFRIGERATION II.		ARTS; A COURSE OF STUDY FOR THE	
FEDERAL AVIATION ADMINISTRATION,		UPPER GRADES.	
WASHINGTON, D.C.		VT 011 660	4
VT 013 064	17	GENERAL GRAPHIC ARTS TECHNOLOGY	
GROUND INSTRUCTOR, INSTRUMENT		FOR INDUSTRIAL ARTS; A COURSE OF	
WRITTEN TEST GUIDE.		STUDY FOR THE UPPER GRADES.	
FLORIDA STATE DEPT. OF EDUCATION,		VT 011 661	5
TALLAHASSEE. DIV. OF VOCATIONAL,		GENERAL ELECTRICITY-ELECTRONICS	
TECHNICAL AND ADULT EDUCATION.		TECHNOLOGY FOR INDUSTRIAL ARTS; A	
VT 013 110	18	COURSE OF STUDY FOR THE UPPER	
DISTRIBUTIVE EDUCATION: UNIT I,		GRADES.	
ORIENTATION. FIRST YEAR SERIES.		VT 011 662	5
VT 013 111	19	GENERAL DRAFTING TECHNOLOGY FOR	
DISTRIBUTIVE EDUCATION: UNIT II,		INDUSTRIAL ARTS; A COURSE OF STUDY	
MERCHANDISING. FIRST YEAR SERVICE.		FOR THE UPPER GRADES.	
VT 013 112	19	VT 011 663	5
DISTRIBUTIVE EDUCATION: UNIT III,		GENERAL POWER TECHNOLOGY FOR	
MARKETING IN OUR ECONOMY. FIRST		INDUSTRIAL ARTS.	
YEAR SERIES.		VT 011 664	6
VT 013 113	19	GENERAL WOOD TECHNOLOGY FOR	
DISTRIBUTIVE EDUCATION: UNIT IV,		INDUSTRIAL ARTS; A COURSE OF STUDY	
ORGANIZATION, LOCATION AND		FOR THE UPPER GRADES.	
FINANCE. FIRST YEAR SERIES.		VT 011 665	6
VT 013 114	19	GENERAL METAL TECHNOLOGY FOR	
DISTRIBUTIVE EDUCATION: UNIT V,		INDUSTRIAL ARTS; A COURSE OF STUDY	
MARKETING MANAGEMENT. FIRST YEAR		FOR THE UPPER GRADES.	
SERIES.		GIDDINGS, LARRY A., AND OTHERS	
		VT 013 070	17
		MANUAL ON TRAINING FOR SHERIFFS.	

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
HARRINGTON, JOHNS H. VT 003 370 SALESMANSHIP, INSTRUCTIONAL GUIDE FOR SENIOR HIGH SCHOOLS.	2	ILLINOIS UNIV., URBANA. DIV. OF AGRICULTURAL EDUCATION. VT 013 215 EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT I--1, 2, 3, AND 4.	30
HAUSMANN, JOSEPH G. VT 013 504 REFRIGERATION II.	44	VT 013 216 EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT II--1, 2, 3, AND 4.	30
HIBBING HIGH SCHOOL, MINN. VT 013 405 A COURSE ORGANIZATION FOR GENERAL METALS I.	40	VT 013 217 EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT III--1, 2, 3, AND 4.	30
HILL, MARY LAMB VT 013 647 HOME MANAGEMENT FOR LOW-INCOME FAMILIES: NINTH AND TENTH GRADE LEVEL.	56	VT 013 218 EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT IV--1, 2, 3, 4, 5, AND 6.	31
IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE. VT 005 843 A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART I-- MATHEMATICS AND SURVEYING FUNDAMENTALS.	2	INDIANA STATE UNIV., TERRE HAUTE. DIV. OF INDUSTRIAL EDUCATION. VT 013 546 AN INTRODUCTION TO TECHNOLOGY.	53
VT 005 844 A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART II-- PHYSICS AND ADVANCED SURVEYING.	2	ICWA STATE DEPT. OF PUBLIC INSTRUCTION, DES MOINES. VT 013 058 SKILL SHEETS FOR SMALL GASOLINE ENGINES.	16
VT 005 845 A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART III-- MECHANICS OF MATERIALS.	3	IOWA STATE UNIV., AMES. DEPT. OF AGRICULTURAL EDUCATION. VT 013 058 SKILL SHEETS FOR SMALL GASOLINE ENGINES.	16
IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE. DIV. OF TRADE AND INDUSTRIAL AND TECHNICAL EDUCATION. VT 013 416 GENERAL INDUSTRIAL MECHANICS PROGRAM; PLAN AND OUTLINE FOR SECONDARY LEVEL.	40	JACOBSON, JOHN VT 013 287 ELECTRONICS 1-4.	37
VT 013 417 CONSUMER APPLIANCE AND ELECTRICAL MECHANICAL PLAN AND OUTLINE FOR SECONDARY LEVEL.	41	JEFFERSON COUNTY PUBLIC SCHOOLS, LOUISVILLE, KY. DEPT. OF CURRICULUM DEVELOPMENT AND SUPERVISION. VT 013 388 INTRODUCTION TO BUSINESS, CURRICULUM GUIDE.	39
VT 013 418 AUTC MECHANICS PROGRAM, PLAN AND OUTLINE FOR SECONDARY LEVEL.	41	VT 013 390 DRIVER EDUCATION, WORKING COPY. VT 013 391 OFFICE SERVICES, GRADE TWELVE. VT 013 398 BUSINESS ENGLISH (WORKING COPY).	39 39 39
IDAHO STATE DEPT. OF EDUCATION, BOISE. VT 013 423 SAFETY EDUCATION IN IDAHO SCHOOLS.	41	JENSEN, MAX VT 005 843 A SERIES OF LESSONS FOR HIGHWAY ENGINEERING TECHNICIANS. PART I-- MATHEMATICS AND SURVEYING FUNDAMENTALS.	2
ILLINOIS STATE UNIV., NORMAL. VT 013 647 HOME MANAGEMENT FOR LOW-INCOME FAMILIES: NINTH AND TENTH GRADE LEVEL.	56	JOHNSON, DORA VT 013 057 HANDWASHING.	16

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
JUBY, MARCUS, AND OTHERS VT 013 499 WELDING, INSTRUCTIONAL UNITS. PRELIMINARY DRAFT.	44	VT 013 547 INDUSTRIAL WOODWORKING, AN INSTRUCTIONAL GUIDE.	53
KABA, ALBERT VT 013 505 INTRODUCTION TO VOCATIONAL DISTRIBUTIVE EDUCATION UNIT.	45	MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J. VT 012 982 FCCD SERVICE.	12
KANSAS CITY CITY PUBLIC SCHOOLS, MO. VT 011 299 CURRICULUM GUIDE FOR GRADES 9-12.	4	MASON CITY COMMUNITY SCHOOLS, IOWA. VT 013 439 A CURRICULUM GUIDE FOR HOME ECONOMICS, GRADES 7, 8, AND 9.	42
KENTUCKY UNIV., LEXINGTON. INSTRUCTIONAL MATERIALS LAB. VT 012 802 HORTICULTURE. UNIT (MODULE): PLANNING THE HOME LANDSCAPE.	9	MASON CITY COMMUNITY SCHOOLS, IOWA. DEPT. OF CURRICULUM. VT 013 538 COURSE OF STUDY FOR EDUCATION AND VOCATIONAL PLANNING.	52
VT 012 803 HORTICULTURE. UNIT (MODULE): STARTING THE HOME LANDSCAPE.	10	MATTSON, EDWARD VT 013 263 PERSONAL SUCCESS. UNIT I, SECOND YEAR SERIES.	35
VT 012 804 HORTICULTURE. UNIT (MODULE): MAINTAINING THE HOME LANDSCAPE.	10	MATTSON, EDWARD, AND OTHERS VT 013 264 MERCHANDISING II. UNIT II, SECOND YEAR SERIES.	36
VT 012 805 HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): TOMATO PRODUCTION.	10	MCFARLAND, HELEN KARR VT 013 647 HOME MANAGEMENT FOR LOW-INCOME FAMILIES: NINTH AND TENTH GRADE LEVEL.	56
VT 012 806 HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): PEPPER PRODUCTION.	10	MCGREW, C. EUGENE VT 013 216 EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT II--1, 2, 3, AND 4.	30
VT 012 807 HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CUCUMBER PRODUCTION.	11	MELETTA, EDWARD VT 013 507 DISTRIBUTIVE EDUCATION TRAINING SPONSORS HANDBOOK.	45
VT 012 808 HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): CABBAGE PRODUCTION.	11	MICHIGAN INDUSTRIAL ARTS CURRICULUM COMMITTEE. VT 002 976 UNDERSTANDING A BASIC TRANSISTOR RADIO.	2
VT 012 809 HORTICULTURE (VEGETABLE PRODUCTION). UNIT (MODULE): SNAPBEAN PRODUCTION.	11	MIDDLETOWN CITY SCHOOL DISTRICT, OHIO. VT 013 518 HOME ECONOMICS, COURSE OF STUDY.	48
KRAEMER, CHARLES VT 013 265 ORGANIZATION, LAYOUT, FINANCE. UNIT III, SECOND YEAR SERIES.	36	VT 013 520 UNIFIED ARTS, COURSE OF STUDY.	49
LALENE, HENRY A., ED. VT 003 370 SALESMANSHIP, INSTRUCTIONAL GUIDE FOR SENIOR HIGH SCHOOLS.	2	MILWAUKEE PUBLIC SCHOOLS, WIS. VT 013 287 ELECTRONICS 1-4.	37
LOS ANGELES CITY SCHOOLS, CALIF. DIV. OF INSTRUCTIONAL PLANNING AND SERVICES. VT 003 370 SALESMANSHIP, INSTRUCTIONAL GUIDE FOR SENIOR HIGH SCHOOLS.	2		
VT 013 545 ADVANCED HOME MAKING BR-A8, AN INSTRUCTIONAL GUIDE.	52		

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
MORRIS HILL HIGH SCHOOLS, ROCKAWAY, N.J. VT 013 509 TECHNICAL GRAPHICS.	46	OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION. VT 011 298 CLERICAL AND RECORD KEEPING OCCUPATIONS, A SUGGESTED 1-YEAR CURRICULUM.	4
MOSS, NATHAN VT 013 266 MARKETING IN OUR ECONOMY. UNIT IV, SECOND YEAR SERIES.	36	OHIO INDUSTRIAL ARTS ASSOCIATION, COLUMBUS. VT 013 033 INDUSTRIAL ARTS CURRICULUM GUIDE FOR GRAPHIC ARTS IN OHIO SCHOOLS.	14
NASHVILLE-DAVIDSON COUNTY METROPOLITAN PUBLIC SCHOOLS, TENN. VT 013 296 A CURRICULUM GUIDE IN CONSUMER AND HOMEMAKING EDUCATION FOR HOME ECONOMICS.	37	OHIO STATE DEPT. OF EDUCATION, COLUMBUS, OHIO. VT 013 033 INDUSTRIAL ARTS CURRICULUM GUIDE FOR GRAPHIC ARTS IN OHIO SCHOOLS.	14
NATIONAL SAFETY COUNCIL, CHICAGO, ILL. VT 013 486 ED C52 36C DEFENSIVE DRIVING COURSE. STUDENT WORKBOOK AND DEFENSIVE DRIVER'S MANUAL.	43	OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION. VT 013 648 ED C52 382 ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION (AIM), SPRING 1971.	56
NEDERLAND INDEPENDENT SCHCCL DISTRICT, TEXAS. VT 013 406 INDUSTRIAL ARTS, GRADES 9 THROUGH 12. (EXPERIMENTAL EDITION).	40	VT 013 689 ED C52 390 MICROFICHE COLLECTION OF CLEARINGHOUSE DOCUMENTS REPORTED IN ABSTRACTS OF INSTRUCTIONAL MATERIALS IN VOCATIONAL AND TECHNICAL EDUCATION (AIM), SPRING 1971.	57
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION VT 013 510 A GUIDE TO DISTRIBUTIVE EDUCATION COORDINATION.	46	OKLAHOMA STATE BOARD FOR VOCATIONAL EDUCATION, STILLWATER. DIV. OF TECHNICAL EDUCATION. VT 013 499 WELDING, INSTRUCTIONAL UNITS. PRELIMINARY CRAFT.	44
NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT. VT 011 024 SUGGESTED SYLLABUS IN TECHNICAL SUBJECTS, INSTRUMENTATION, AND CONTROL SYSTEMS.	4	OKLAHOMA STATE DEPT. OF EDUCATION, OKLAHOMA CITY. VT 013 289 NURSE ASSISTANT. A COURSE OF STUDY- -SECONDARY-POST-SECONDARY.	37
NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. HOME ECONOMICS SECTION. VT 003 712 PLANNING FOR THE FUTURE, GUIDANCE UNITS, HOME ECONOMICS EDUCATION.		OMAHA PUBLIC SCHOOLS, NEBR. VT 013 477 CLOTHING I: PERFORMANCE CRITERIA. VT 013 478 CLOTHING II: PERFORMANCE CRITERIA.	43 43
NORTHERN COLORADO UNIV., GREELEY. CAREER DEVELOPMENT CENTER. VT 013 057 HANDWASHING.	16	OPHEIM, EARL L., AND OTHERS VT 013 538 COURSE OF STUDY FOR EDUCATION AND VOCATIONAL PLANNING.	52
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING. VT 011 970 STENOGRAPHIC-SECRETARIAL OCCUPATIONS; A SUGGESTED 1-YEAR CURRICULUM.	6	PASSAIC COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOL, PATTERSON, N.J. VT 013 504 REFRIGERATION II.	44

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
PELLEQUIN, ROBERT A. VT 013 405 A COURSE ORGANIZATION FOR GENERAL METALS I.	40	VT 013 043 NURSING PROGRAM, LEVEL III. CURRICULUM PROJECT.	16
PENNSYLVANIA STATE UNIV., UNIVERSITY PARK. DEPT. OF AGRICULTURAL EDUCATION. VT 013 664 WHAT THE FARMER SHOULD KNOW ABOUT MARKETING MILK. PRELIMINARY COPY.	57	PYWELL, ROLLAND A. VT 013 418 AUTO MECHANICS PROGRAM, PLAN AND OUTLINE FOR SECONDARY LEVEL.	41
PHIPPS, LLOYD J. VT 013 216 EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT II--1, 2, 3, AND 4.	30	REDWOOD UNION HIGH SCHOOL OF THE SOUTH BAY UNION HIGH SCHOOL DISTRICT, REDONDO BEACH, CALIF. VT 013 363 AERONAUTICAL SCIENCE COURSE OF STUDY.	38
PHIPPS, LLOYD J., AND OTHERS VT 013 215 EDUCATION REGARDING CREDIT FOR AGRICULTURAL PRODUCTION. TEACHING SOURCE UNIT I--1, 2, 3, AND 4.	30	RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB. VT 012 977 WORKBOOK FOR DENTAL RECORDS.	12
PINELLAS COUNTY BOARD OF PUBLIC INSTRUCTION, CLEARWATER, FLA. VT 013 382 SHORTHAND, A COURSE OF STUDY MANUAL FOR TEACHERS.	38	VT 012 982 FOOD SERVICE.	12
PITTSBURGH BOARD OF PUBLIC EDUCATION, PA. DIV. OF CURRICULUM AND INSTRUCTION. VT 013 511 AUTOMOTIVE MECHANICS, COURSE OF STUDY.	46	VT 013 498 BASIC MATHEMATICS FOR VOCATIONAL AND TECHNICAL STUDENTS, PART I AND II.	43
VT 013 512 AUTOMOTIVE SERVICE, COURSE OF STUDY.	46	VT 013 500 AN ORIENTATION COURSE OF STUDY IN DATA PROCESSING FOR STUDENTS OF DISTRIBUTIVE EDUCATION.	44
VT 013 513 SMALL GAS ENGINES I, COURSE OF STUDY.	47	VT 013 501 SUGGESTED DECA PROJECTS FOR INNER CITY SCHOOLS OF NEW JERSEY.	44
VT 013 514 SMALL GAS ENGINES II, COURSE OF STUDY.	47	VT 013 504 REFRIGERATION II.	44
VT 013 515 MEDICAL I, COURSE OF STUDY.	47	VT 013 505 INTRODUCTION TO VOCATIONAL DISTRIBUTIVE EDUCATION UNIT.	45
VT 013 516 MEDICAL II, COURSE OF STUDY.	48	VT 013 507 DISTRIBUTIVE EDUCATION TRAINING SPONSORS HANDBOOK.	45
VT 013 517 MEDICAL III, COURSE OF STUDY.	48	VT 013 508 DISTRIBUTIVE EDUCATION FOR THE DISADVANTAGED.	45
VT 013 530 A GUIDE TO JEWELRY AND METAL CRAFTS.	51	VT 013 509 TECHNICAL GRAPHICS.	46
VT 013 531 COSMETOLOGY 1 AND 2, COURSE OF STUDY.	51	VT 013 510 A GUIDE TO DISTRIBUTIVE EDUCATION COORDINATION.	46
VT 013 532 DUPLICATION PROCESSES, COURSE OF STUDY.	51	SAN DIEGO CITY SCHOOLS, CALIF. VT 013 678 GUIDE FOR TEACHING CUSTODIAN HELPER AND OCCUPATIONAL HOUSEKEEPER SKILLS 1-2.	57
VT 013 533 HORTICULTURE II, COURSE OF STUDY.	52	SANTOLI, C.M. VT 013 498 BASIC MATHEMATICS FOR VOCATIONAL AND TECHNICAL STUDENTS, PART I AND II.	43
POWERS, BONNIE VT 013 041 NURSING PROGRAM, LEVEL I. CURRICULUM PROJECT.	15	SCACCETTI, FERDINANDO C. VT 013 501 SUGGESTED DECA PROJECTS FOR INNER CITY SCHOOLS OF NEW JERSEY.	44
VT 013 042 NURSING PROGRAM, LEVEL II. CURRICULUM PROJECT.	15		

PERSONAL AND INSTITUTIONAL AUTHOR INDEX

	PAGE		PAGE
SCHENECTADY CITY SCHOOL DISTRICT, N.Y.		UECA, SHD	
VT 013 522	49	VT 013 418	41
DYNAMICS OF HUMAN RELATIONSHIPS.		AUTO MECHANICS PROGRAM, PLAN AND OUTLINE FOR SECONDARY LEVEL.	
SCHWARTZ, MELVIN		UTAH RESEARCH COORDINATING UNIT FOR VOCATIONAL AND TECHNICAL EDUCATION, SALT LAKE CITY.	
VT 013 508	45	VT 012 991	13
DISTRIBUTIVE EDUCATION FOR THE DISADVANTAGED.		SIMULATED OFFICE EDUCATION. COURSE OF STUDY. TEACHER MANUAL.	
SINN, HAROLD		VT 012 992	13
VT 013 287	37	SIMULATED OFFICE EDUCATION. COURSE OF STUDY. STUDENT MANUAL.	
ELECTRONICS 1-4.		UTAH STATE UNIV., LOGAN.	
SMALL BUSINESS ADMINISTRATION, WASHINGTON, D.C.		VT 013 284	36
VT 013 549	53	MASS PRODUCTION	
MERCHANDISE PRICING, INSTRUCTOR'S MANUAL.		VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. AGRICULTURAL EDUCATION SERVICE.	
SMITH, GEORGE W., JR.		VT 012 990	12
VT 013 575	54	FORESTRY IN AGRICULTURAL EDUCATION.	
SMALL ENGINES; CARE--OPERATION-- MAINTENANCE--REPAIR. VOLUME I OF TWO VOLUMES.		VOLPE, MARGARET E.	
SOUTH DAKOTA STATE DEPT. OF PUBLIC INSTRUCTION, PIERRE.		VT 012 977	12
VT 013 048	16	WORKBOOK FOR DENTAL RECORDS.	
BUSINESS AND OFFICE EDUCATION HANDBOOK AND GUIDE FOR SOUTH DAKOTA.		WAGNER, PEGGY	
SPILLMAN, ROBERT		VT 013 477	43
VT 012 802	9	CLOTHING I: PERFORMANCE CRITERIA.	
HORTICULTURE. UNIT (MODULE): PLANNING THE HOME LANDSCAPE.		VT 013 478	43
VT 012 803	10	CLOTHING II: PERFORMANCE CRITERIA.	
HORTICULTURE. UNIT (MODULE): STARTING THE HOME LANDSCAPE.		WASHINGTON INSURANCE COUNCIL, SEATTLE.	
VT 012 804	10	VT 013 085	17
HORTICULTURE. UNIT (MODULE): MAINTAINING THE HOME LANDSCAPE.		SIMULATED AUTOMOBILE INSURANCE MANUAL.	
STERNBERG, ALBERT		VT 013 086	17
VT 013 500	44	SIMULATED AUTOMOBILE INSURANCE FORMS.	
AN ORIENTATION COURSE OF STUDY IN DATA PROCESSING FOR STUDENTS OF DISTRIBUTIVE EDUCATION.		WEST YORK AREA SCHOOL DISTRICT, PA.	
THE NATIONAL SHERIFFS ASSOCIATION.		VT 013 438	42
VT 013 070	17	COURSES OF STUDY IN INDUSTRIAL ARTS 7-12.	
MANUAL ON TRAINING FOR SHERIFFS.		WYOMING STATE DEPT. OF EDUCATION, CHEYENNE. INSTRUCTIONAL SERVICES SECTION.	
THOMAS, PAUL		VT 013 580	54
VT 013 263	35	CAREER ORIENTATION; "MINI" UNIT.	
PERSONAL SUCCESS. UNIT I, SECOND YEAR SERIES.		VT 013 628	56
TURNER, J. HOWARD		WYOMING OCCUPATIONAL RESOURCE KIT (WORK), INDEX '70.	
VT 013 575	54	ZELKO, ELMER V.	
SMALL ENGINES; CARE--OPERATION-- MAINTENANCE--REPAIR. VOLUME I OF TWO VOLUMES.		VT 013 510	46
VT 013 582	55	A GUIDE TO DISTRIBUTIVE EDUCATION COORDINATION.	
PLANNING FOR AN IRRIGATION SYSTEM.			

CONVERSION OF DOCUMENT NUMBER INDEX

VT NUMBERS CONVERTED TO ED NUMBERS OR MP NUMBERS²

VT 013 486	ED 052 360
VT 013 648	ED 052 382
VT 013 689	ED 052 390

ED NUMBERS OR MP NUMBERS CONVERTED TO VT NUMBERS

ED 052 360	VT 013 486
ED 052 382	VT 013 648
ED 052 390	VT 013 689

¹ THIS INDEX IS CUMULATED ANNUALLY FOR EACH VOLUME.

² ANY DOCUMENT WITH AN MP NUMBER IS AVAILABLE FROM EDRS BY USING THE APPROPRIATE MP NUMBER.